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ABSTRACT

Institutional responses to a survey of Ontario universities concerning employee fringe benefits are reported. Each institution's treatment of these benefits issues is summarized or presented in chart form: general benefits questions (administration of insurance plans, communication of benefits information to employees, proposed benefit changes, provision of life and dismemberment insurance, maternity leave policy); Ontario health insurance; supplemental health insurance; long-term disability; sick-leave entitlement; sick-leave benefits continuance; long-term disability benefits continuance; life insurance; survivor benefit; dental plans; post-retirement benefits; vacation entitlement; sabbatical leave policies; housing loan (mortgage) policies; free tuition policies; parking policies; access to athletic facilities; and day care. (MSE)

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ONTARIO UNIVERSITIES BENEFITS SURVEY 1988-1989

Part I
Benefits Excluding Pensions

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ONTARIO UNIVERSITIES BENEFITS SURVEY, 1988-89

Part I

Benefits Excluding Pensions

Prepared by:

University of Western Ontario

On behalf of:

Ontario Association of University Personnel Administrators

Ontario Confederation of University Faculty Associations

Council of Ontario Universities

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Do you self-administer your insurance plans?

BROCK
Yes

CARLETON
Yes

GUELPH
Yes

LAKEHEAD
Yes

LAURENTIAN
Yes

MCMASTER
Yes

OISE
Yes

OTTAWA
Yes

QUEEN'S
Yes

RYERSON
Yes

TORONTO
Yes (Group Life and Survivor Income Benefit, Long Term Disability and Pension Plan)

TRENT
Yes

WATERLOO
Yes

WESTERN
Yes

WLU
Yes

WINDSOR
Yes

YORK
Yes

How do you communicate your benefit programs to employees?

	TYPES				
	Personal Statement of Benefits	Formal Booklets or Brochures	Benefit Summaries	Benefits Orientation Meetings & Seminars	Individual Counselling	Other
BROCK	Annually	On Appointment & as updated	Annually	Upon appointment	Pre-Retirement or as requested	---
CARLETON	Annually	On Appointment & as updated	On Request	On Request	On Request and Prior to Retirement	Periodically through Personnel Office Newsletter
GUELPH	Annually	On Appointment	As Requested	Conducted with each new and retiring employee	Conducted with each new and retiring employee	Annual employee Pension & Benefit statement provided.
LAKEHEAD	Annual for Pension Only	On Appointment	On appointment	---	As requested by Employee	Periodic updating and redistribution of benefit booklets and benefit change notices
LAURENTIAN	Annually	On Appoi	Annually	---	As Requested by Employee	---
MCMASTER	Annually	On Appoi nt	On Appointment	On Request	On Request and prior to retirement	Formal Pre-retirement counselling program introduced 1983
O.I.S.E.	Annually	On Appointment	On Appointment	On appointment and ongoing programs.	As requested	Periodic updating of benefit booklets
OTTAWA	Annually	On Appointment	On Appointment	On Request	On Request and pre and post retirement seminars	Employee Benefit statement New pension disclosure pamphlet Complete employee handbook.
QUEEN'S	Annually	On Appointment	On Appointment	On Appointment and on request	On Request and prior to retirement	Annual Pension Meeting, periodic communications and retirement planning seminars, booklets, newsletter three times a year.

How do you communicate your benefit programs to employees?

	TYPES				
	Personal Statement of Benefits	Formal Booklets or Brochures	Benefit Summaries	Benefits Orientation Meetings & Seminars	Individual Counselling	Other
RYERSON Annually Pension Only		On appointment	On request	Part of orientation program held monthl and on request	On Appointment	periodically through university paper
TORONTO Annually		On Appointment On Request	On Appointment On Request	On Appointment: Conducted with new and retiring employees; benefit information sessions on department request.	As Requested and Prior to Retirement	Periodically through University paper and annual benefit change letter.
TRENT Annually Pension only		On Appointment On Request	Included in Staff Association Agreement and Faculty contract	On Appointment and when coverage changes	On Request	Periodically Through University Paper and Benefits Bulletins
WATERLOO Annually		On Appointment	Annual	On Appointment	On Request	Periodically Through University Paper, Personnel Newsletter
WESTERN Annually		On Appointment	---	On Appointment	On Appointment and prior to Retirement	Annual Pension Meetings and periodic communications
W.L.U. Annually		Annual	Annual	As Required	On Appointment	Periodic Benefits Bulletins
WINDSOR Annually		On Appointment	On Appointment	On Appointment & seminars	On Request	Annual Benefit Statement
YORK Annually		On Appointment	Annually	On Appointment + seminars	On Request	periodically through benefit bulletins.

Are you planning any changes to your benefit plans this next year either in the benefits themselves or in the cost sharing arrangements?

BROCK

Considering change to minimum guarantee formula and an early retirement program for faculty.

CARLETON

No

GUELPH

Continuing Academic-Administration Committee to review Pensions & Benefits. Benefits for part-time employees being pursued.

LAKEHEAD

A substantial revision to the pension plan for academic and professional staff is in progress. Other benefit changes are also under review.

LAURENTIAN

Yes - Reviewing O.D.A. Fee Schedule; possible enhancement to extended medical; possible implementation of optional life coverage

MCMASTER

Pension Plan: Revisions for new legislation, tax regulations, and max. benefit - still in progress
Reviewing Group Life and LTD benefits to ensure competitiveness and flexibility

O.I.S.E.

Faculty - No
Support Staff - No

OTTAWA

Yes possibly following a regular complete revision. (Going to market for the life insurance programs, major medical and hospitalization program.)

QUEEN'S

Under Review

RYERSON

NONE

TORONTO

1) Review and implement any changes to the Pension Plan as will be required under the revised Pension Benefits Act of Ontario.
2) Review all other benefit plans to ensure competitiveness and flexibility.

Are you planning any changes to your benefit plans this next year either in the benefits themselves or in the cost sharing arrangements?

TRENT

Changes to benefit plans and cost sharing arrangements are negotiated.

WATERLOO

NONE

WESTERN

NONE

WLU

YES - moving dental to 1987 ODA fee schedule - introducing sub plan for maternity/adoption leaves, extending dental plan to retirees effective May 1, 1989

WINDSOR

NONE

YORK

changes to benefit plans are negotiated

Do you provide accidental death and dismemberment insurance on a voluntary basis or through your life insurance contract?

BROCK

AD & D is compulsory at same volumes of insurance as life insurance but a separate policy.

CARLETON

No

GUELPH

No

LAKEHEAD

On a voluntary basis

LAURENTIAN

AD & D is compulsory but not through the life insurance contract

MCMASTER

On a voluntary basis

O.I.S.E.

through life insurance contract - slight variation in maximum, coverage is compulsory.

OTTAWA

On a voluntary basis

QUEEN'S

No

RYERSON

On a voluntary basis

TORONTO

No

TRENT

Life Insurance and survivor income through group life policy; death benefit through pension plan. No dismemberment insurance.

WATERLOO

No

Do you provide accidental death and dismemberment insurance on a voluntary basis or through your life insurance contract?

WESTERN

On a voluntary basis.

WLU

On a Voluntary Basis

WINDSOR

Through group life contract - Citadel General

YORK

On a voluntary basis.

Please describe your maternity leave policy for staff and faculty

BROCK

Staff: Provisions for Maternity Leave are set out in the Employment Standards Act (Ontario) which provides for leave without pay for a period of 17 weeks.
A staff member who has been employed for one year and eleven weeks is entitled to return to her previous position or a position of a comparable nature without a reduction in salary.
The staff member may initiate the leave within eleven weeks of the expected date of delivery. She must provide two weeks written notice of her intention to take the leave and provide the university with a doctor's statement which sets out the expected date of delivery.
She may not return to work for a period of six weeks following delivery unless her doctor provides written consent to return within the six week period.
The University may provide extensions to the above periods of leave as they are requested and if they are reasonable under the circumstances.
Benefits: Maternity leave will not affect fringe benefits. Arrangements will be made to have all fringe benefits continue during the period of leave, and the University will make its contributions as usual.
Salary: Current salary will continue for two weeks of maternity leave, and 95% of current salary (less U.I.C. maternity leave benefits) will be provided for up to 15 additional weeks. In the case of medical complications, the employee should apply for sick leave pay and/or long term disability pay.

Faculty:
Eligibility: Those eligible for maternity leave must be full-time faculty employed for 12 months per year and continuously employed at Brock University for at least 12 months. In special circumstances, other full-time female faculty may also be considered eligible.
Length of Leave: Normally, leave will be granted for a maximum period of seventeen weeks. Leave may voluntarily be shorter than this period, although if a woman wishes to work before six weeks' post-delivery, a medical certificate is required. If the Pregnancy results in medical complications, leave will be extended, but will not exceed six months in total.
Distribution of Leave: The employee is entitled to begin her maternity leave at any time within eleven weeks before the expected date of birth. She must, however, give the University three months' notice in writing of the date upon which she intends to begin her leave and a medical certificate indicating the expected date of birth. She is entitled to a fixed minimum post-natal leave of six seeks after the actual date of the birth or ending after no more than seventeen weeks from the beginning of the leave, whichever is later.
Tenure, Promotion and Merit: In view of the fact that a maternity leave may reduce the faculty member's time for research and other duties, and hence place her in an unfavourable position with respect to a pending tenure or promotion decision, it is recommended that such decisions may be postponed for a maximum one one year at the faculty member's request, regardless of the number of leaves taken during that period. Merit rating decisions shall ignore the period during which a faculty member is one maternity leave.
Benefits: Maternity leave will not affect fringe benefits. Arrangements will be made to have all fringe benefits continue during the period of leave, and the University will make its contributions as usual.
Salary: Current salary will continue for two weeks of maternity leave, and 95% of current salary (less U.I.C. maternity leave benefits) will be provided for up to 15 additional weeks. In the case of medical complications, the faculty member should apply for sick leave pay and/or long term disability pay.

CARLETON

Staff: (a) The University grants maternity leave on request in accordance with the provisions of the Employment Standards Act of Ontario. Employees with continuing appointments who are eligible for maternity leave and U.I. benefits receive from the University, 95% of normal salary less U.I. benefits for a maximum period of seventeen weeks from the commencement of the leave. While on maternity leave, employees continue to participate in the University benefit plans on a normal cost sharing basis.

(b) Upon request, the employee may be granted up to 35 weeks leave of absence, without pay, in addition to the standard maternity leave. Such permission shall not be unreasonably withheld. Upon return to work, the employee shall be reinstated in her former position, or in a job of at least equal position, salary and seniority. An employee who is granted leave of absence under this section will be required to pay the full premiums of the staff benefits plans during such leave of absence.

Please describe your maternity leave policy for staff and faculty

CARLETON (cont'd)

Faculty: An employee shall upon applications be granted maternity leave subject to the following conditions:

(a) Application for maternity leave shall be made fifteen (15) weeks prior to the expected termination of the employee's pregnancy and shall be supported by a certificate from a qualified member of the medical profession.
(b) The employee shall have the right to continue her regular duties during pregnancy.
(c) All female members shall be eligible after the first year of their employment with the University.
(d) The maximum period of maternity leave shall be seventeen (17 weeks). If additional time is required the employee may apply for leave without pay pursuant to Article 20.1.
(e) For the first twelve (12) weeks (or less if the leave is of shorter duration) of maternity leave the employee shall continue to receive her regular salary. The employer shall maintain regular contribution to her benefit plan.
(f) For the last five (5) weeks (or less if the leave is of duration shorter than seventeen (17) weeks) of maternity leave the employee and the employer shall continue to pay their respective shares of the cost of maintaining the employee's membership in the University's benefit plans.
(g) Maternity leave shall count as time worked when calculating such items as sabbatical entitlement, years to tenure, promotion and credited service for the Retirement Plan.
(h) On returning from maternity leave the employee shall be placed in her former position or in a position equivalent to her former position with no loss of seniority.
(i) The employee shall advise her immediate supervisor of her intention to return at least two (2) weeks prior to the intended date of return.

As an alternative to (e) & (f) above the employee may elect benefits as follows: (i) for the first two (2) weeks, the employer will pay 95% of the employee's regular salary; (ii) for the next fifteen (15) weeks, the employee will claim maternity benefits pursuant to the employment Insurance Act and Regulations; (iii) in addition,, the employer will pay the difference between the benefits set out in (ii) above and 95% of the employee's regular salary; (iv) the employee and the employer shall continue to pay their respective shares of the cost of maintaining the employee's membership in the benefit plans; (v) the combined weekly level of Unemployment Insurance Benefits, Supplemental Unemployment Benefits, and any other earnings will not exceed 95% of the employee's regular weekly salary; (vi) Benefit contingent upon the employee's eligibility for and application for maternity benefits under the Unemployment Insurance Act and Regulations. Should the employee be ineligible or fail to apply for such benefits, or should the Act or Regulations be amended during the term of this agreement so as to reduce or eliminate the benefit available as set out in this paragraph,, the provisions of paragraph (e) & (f) above shall apply.

GUELPH

In compliance with the Employment Standards Act, the following policy is to apply throughout the University to govern the granting of leave for purposes of childbirth.

1. (a) Any female employee of the University is eligible to receive maternity leave for a period of up to seventeen (17) consecutive weeks which includes the date of birth, provided she has been employed for at least twelve (12) months and eleven (11) weeks immediately preceding the estimated date of delivery.
   (b) The employee will receive 95% of normal salary less applicable U.I. maternity leave benefits for a maximum period of seventeen (17) weeks from the commencement of the leave, providing that such employee: (i) is eligible for maternity leave; (ii) has a regular full-time appointment with the University; (iii) is not receiving other earnings or payments, such that her combined weekly income (including U.I. maternity leave benefits, supplementary payments from the University and other earnings) does not exceed 95% of normal weekly earnings.
   (c) The employee must apply for unemployment insurance benefits before the supplementary income from the University becomes payable, and the employee must provide proof that U.I. benefits are being received. An employee disentitled or disqualified from receiving U.I. maternity leave benefits is not eligible to receive supplementary payments from the University.
   (d) The employee may not claim any other form of supplementary benefits during the period of leave.
2. While on maternity leave, the employee will continue to receive University benefits on a normal cost sharing arrangement.
3. (a) The employee shall give at least two (2) weeks written notice to her Supervisor or Chairman of her intent to commence a leave of absence because of a pregnancy, and at that time will furnish a certificate signed by a legally qualified medical practitioner stating the employee is pregnant and giving the expected date of delivery.

Please describe your maternity leave policy for staff and faculty

GUELPH cont'd

(b) Six (6) weeks of the maternity leave must be used after the date of actual delivery. A shorter period of time may only be granted with a medical certificate, signed by a legally qualified medical practitioner, stating that the employee is able to resume her duties. In any event, if the Supervisor/Chairman is not certain of the employee's physical ability to perform her duties, he/she may request medical certification of such ability.

4. If additional leave is required beyond the maternity leave, the employee may request leave without pay or vacation leave entitlement.
5. The employee proceeding on maternity leave shall not forfeit any accrued employment benefits save for the right to accrue sick leave credits during her period of absence.
6. Paternity Leave - 3 days

LAKEHEAD

Staff: Maternity Leave available after 6 months' continuous service. Employee resumes her previous position upon return to work. Length of service and vacation credits are not reduced by maternity leave.
Faculty: Entitled to seventeen weeks maternity leave, which may commence at any time during the eleven weeks prior to the expected date of delivery and which shall continue at least six weeks after the date of actual delivery unless the member provides the Dean with a certificate from a qualified Physician stating that her health will permit her to perform her usual duties. Maternity Leave shall be taken without pay.

A member is entitled to three days paid leave at the time of receiving an adopted child.

...ber taking paternity or adoption leave shall give the Department Chairman as much advance notice as possible of the taking of the leave ...ible for arrangements to cover his/her absence. A member shall confirm in writing to the Dean the duration and reasons for such leave up... his/her return to the University.

- A male member is entitled to three days paid leave at the time of the birth of his child.
- A member who is on any other form of approved leave, whether paid or unpaid, is not eligible for paternity or adoption leave.
- The Dean may authorize unpaid extensions to maternity/paternity/adoption leaves.

Sub-Plan Maternity
Employees must qualify for and be entitled to Unemployment Insurance benefits to receive sub-benefits.
Faculty - 80% of regular salary; benefits are effective for a maximum of 17 weeks of maternity leave; must hold a continuing appointment for at least 12 months prior to the leave and commit to returning to the University following leave.
Librarians, Technicians and Non-Organized Staff - 80% of regular salary; benefits are effective for a maximum of 17 weeks of maternity leave; must have completed three years of full-time service and agree to return to the University for one year following leave. If employee does not return for one year, she shall be obliged to repay any supplemental monies received during her maternity leave.

LAURENTIAN

Faculty: A full-time female member shall be granted maternity leave subject to the following conditions:

(a) The member shall be entitled to a paid leave of absence providing she has completed at least twelve (12) months and eleven (11) weeks of continuous service with the University.
(b) The duration of the leave shall be in accordance with the Employment Standards Act (Ontario) which provides leave for a period of seventeen (17) consecutive weeks.
(c) The leave may commence at any time during the eleven (11) weeks preceding the expected date of delivery.
(d) Any period of absence immediately preceding or following such maternity leave will be considered leave of absence without pay.
(e) The Member shall make written application to the Dean/Chief Librarian two (2) weeks prior to the date she intends to commence her leave, and at that time will provide the University with a certificate from a legally qualified medical practitioner stating that the Member is pregnant and her expected date of delivery. The Member shall give due regard to the need of the University for early notice of a prolonged period of leave, and application for maternity leave shall be made as early as possible in advance of the expected delivery date.
(f) The Member shall not return to work prior to the expiration of six (6) weeks following the actual date of delivery. A shorter period of time shall only be granted with the approval of a legally qualified medical practitioner.
(g) The Member shall advise in writing her unit head and the Dean/Chief Librarian of her intention to return to work two (2) weeks prior to the scheduled completion of her leave.
(h) If a maternity leave happens to occur during the course of a study, sabbatical or unpaid leave, the Member shall continue to receive the stipend which is consistent with the study, sabbatical or unpaid leave taken.

Please describe your maternity leave policy for staff and faculty

LAURENTIAN cont'd

Administrative Staff Association, Canadian Union of Public Employees and the Support Staff Association

Sub-Plan Maternity

a) The objective of the plan is to supplement unemployment insurance benefits up to 95% of the employee's normal weekly earnings during maternity leave. Up to 17 weeks of maternity leave will be granted in accordance with the Employment Standards Act (Ontario).

b) This plan covers only temporary unemployment due to pregnancy.
c) The leave may commence at any time during the eleven (11) weeks preceding the estimated date of delivery.
d) The employee shall make written application to the Director of Personnel at least two (2) weeks prior to the date she intends to commence her leave. The application shall include a certificate from a legally qualified medical practitioner stating the estimated date of delivery.
e) No employee shall be required to return to work earlier than six (6) weeks following her actual date of delivery, nor shall she be permitted to do so unless she has the approval of a legally qualified medical practitioner.
f) The employee shall be reinstated in her former position provided the leave taken is not longer than the leave provided by the Act except where an extended leave has prior approval from the University.,
g) The employee shall continue to accumulate vacation credits and seniority during her leave.
h) During the period of maternity, the University shall continue to pay the employer's share of all benefits in which the employee is registered at the time of the leave excluding contributions to the Laurentian University Pension Plan.
i) The duration of the plan is 1 year, effective July 1/88 to June 30/89.
j) An employee will be eligible for SUB payments if she qualifies for and is entitled to Unemployment Insurance maternity benefits. However, an employee will also be eligible for SUB payments when she is not receiving unemployment insurance because she is serving the UI waiting period or because she has received all the UI benefits payable to her.
k) Benefits payable under the plan are a sum, which combined with gross UI benefits equals 95% of the employee's normal weekly earnings.

MCMASTER
Intent: This policy is designed to facilitate reasonably flexible arrangements for the benefit of families at the time of the birth or adoption of children.
Eligibility: a) Full-time and regular part-time faculty and staff members who have at least one year's continuous service with the University prior to the estimated date of delivery or adoption of a child (or children) may request and will be granted a maternity leave.
b) Faculty and staff members who are already in a period of notice due to their resignation or to the University's decision to discontinue their employment, are not eligible for maternity leave.
Length of Leave: a) A leave will normally be granted to a maximum of six months. b) In exceptional circumstances, a leave may be extended beyond the six month period, at the discretion of the appropriate dean or supervisor and in the case of support staff with the approval of the Manager, Employee Relations. c) A doctor's note will be required should the faculty or staff member wish to return to work within six weeks of the birth of her natural child. (Employment Standards Act, Section 36 (5)). d) Faculty and staff members are normally expected to give one month's notice of the date of return to work, should this be different from the previously agreed date - For the first two (2) weeks of leave the University will pay 95% of her regular salary. - During the following fifteen (15) weeks of maternity leave the staff member will receive retroactively from the University a salary payment equal to the difference between 95% of the employee's regular salary and the amount of unemployment insurance maternity benefits the employee is receiving (or that she would be expected to receive if she qualified for benefits). Please see note below. When the staff member returns to work it is the responsibility of the department to reinstate the staff member in the same position, or a comparable position at the same level in the same occupational groups.
Salary for Faculty: a) If the faculty member's schedule can be arranged so that the time taken for maternity leave falls within the "continuous period of three months free from scheduled commitments to the University" (as defined in the load teaching document), salary will be continued for that period. When mutually suitable arrangements can be made to fulfill her University responsibilities, maternity leave, with full salary, will be granted to the faculty member for six additional weeks. These weeks will be scheduled before and/or after the core period of leave, in such a way that the total leave will not exceed three months plus six weeks.
b) Any faculty member who is unable to arrange for a leave within the "continuous period of three months free from scheduled commitments to the University", will be entitled to paid maternity leave for up to seventeen (17) weeks as described above for staff. It is understood that under these circumstances there is no requirement for a faculty member to carry over or otherwise make up her regularly scheduled teaching commitments for the period of the leave.
NOTE: All payments made under this policy must be in accordance with the agreement filed by the University with Canada Employment and Immigration pursuant to paragraph 57(3)d of the Unemployment Insurance regulations. As part of these requirements all such payments by the University can only commence when the faculty or staff member provides proof that she is receiving UI benefits or that she is disqualified from UI benefits because of an insufficient number of insurable weeks, or that UI benefits have been exhausted or that she is in the Unemployment Insurance Commission's waiting period. Faculty and staff members should understand that such proof will not be made available by UIC until after the leave has commenced and hence University payments will be retroactive.

Please describe your maternity leave policy for staff and faculty

O.I.S.E.

General Support Staff: An employee on maternity leave shall be paid a maternity leave allowance to maintain her income at 75% (seventy-five) of her most recent salary preceding the leave, providing that the employee is eligible for maternity leave benefits according to the Unemployment Insurance Commission regulations.
Membership in Pension Plan is suspended. Other benefits continue during maternity leave with full cost paid by employer.

Faculty and Professional Research Staff: a) An employee on Maternity Leave shall be paid a maternity leave allowance to maintain her income at ninety-five (95%) of her most recent salary preceding the leave, providing that the employee is eligible for maternity leave benefits according to the Unemployment Insurance Commission Regulations and an employee on a paid maternity leave as specified above shall remain in the pension plan.

CUEW Members: In respect of the period of maternity leave, payments will consist of the following:
(a) For the first two (2) weeks, payments equivalent to ninety-three percent (93%) of her regular weekly wage; and
(b) Up to fifteen (15 additional weeks, payments equivalent to the difference between the UI benefits the employee is eligible to receive and ninety-three percent (93%) of her regular wage.

Professional Support Staff: As per General Support Staff except income is maintained at 95%

OTTAWA

Support Staff
Any female member who has a regular position requiring fifteen (15) hours of work per week and who has completed twelve months of continuous se
eligible for a maternity leave and for the following benefits:
a) A seventeen (17) weeks maternity leave.
b) The University will continue to pay ninety-five per cent (95%) of the regular basic earnings for an initial period of fourteen (14) calendar days.
c) During the following fifteen (15) weeks of maternity leave, the employees will receive their normal unemployment insurance benefits and the University will supplement their income to a level equivalent to ninety-five per cent (95%) of their normal salary.
d) The employee shall continue to accumulate full vacation leave during her maternity leave.

Faculty members - Faculty members have a nineteen (19) week maternity leave, same as support staff for first seventten (17) weeks. The University will continue to pay 95% of the regular basic earnings for an additional period of fourteen (14) calendar days.

The University must keep the position of an employee (Support and Faculty) on maternity leave available only until the end of the seventeen week (17) period of maternity leave or the six-week (6) period of post-natal leave whichever is the later.

Adoption Leave: Same as Maternity Leave Policy for both faculty and support staff except that either parent is eligible.

Paternity Leave: Fathers are entitled to two days leave to be taken in the first month after the birth of a child.

QUEEN'S

The University's maternity and adoption leave policy applies to the following female members of staff:
a) Academic or support staff who have been employed continuously for one year or more at Queen's and who hold a current appointment of a year's duration or longer.
b) Support staff or adjunct academic staff who have held five or more successive term appointments of less than one year's duration.
Any other person employed by the University and not covered in a) or b) above may be eligible for some form of maternity leave without pay in accordance with the Employment Standards Act.
The maternity leave which can be up to six months in duration should commence not later than that point in the pregnancy when the staff member can no longer perform the normal requirements of her job without risking any damage to the health of the mother or child. The leave normally should extend at least six weeks after the actual termination of the pregnancy. This six week period may be shortened at the request of the staff member supported by a written statement from her physician which confirms that she may return to work earlier. At least one month's notice would normally be given by the staff member indicating when she intends to return to work. At the conclusion of the leave the person would return to her previous position or to a position in the same type and salary grade within the same department.
A decision regarding granting of tenure to a faculty member on maternity leave may be postponed for one year at the faculty member's request.
During maternity leave the following salary and benefit provisions will apply on the understanding that the individual is committed to return to regular employment with the University following the end of the leave:

Please describe your maternity leave policy for staff and faculty

QUEEN'S (cont'd)

a) The University will pay 95% of the normal basic earnings for the first two weeks of maternity leave. (See Note)
b) During the following fifteen weeks of the maternity leave the employee will receive from the University a salary payment equal to the difference between 95% of the employee's normal basic earnings and the amount of unemployment insurance maternity benefit the employee is receiving or that which she would be expected to receive is she qualified for benefits. (See Note)
c) Any period of leave beyond the seventeen weeks shall be without pay.
d) During the full maternity leave both the staff member and the University shall continue to pay their respective shares of the costs of her coverage under the various staff benefit plans.
e) Vacation credits will continue to accrue while a person is on maternity leave provided she returns to work for at least one month.
f) A female staff member who adopts a child is subject to the same rights and obligations as those granted under this policy.
g) Unusual pregnancy or birth situations may occur where the normal application of this policy may be inappropriate. Such special cases should be reviewed with Personnel Services.

Note: All payment made under this policy (except those for adoption leave under f above) must be in accordance with the agreement that had to be filed by the University with Canada Employment and Immigration pursuant to paragraph 57(3)d of the Unemployment Insurance regulations. As part of these requirements all such payments by the University can only commence when the staff member provides proof that she is receiving UI benefits or that she is disqualified from UI benefits because of any insufficient number of insurable weeks, or that UI benefits have been exhausted or that she is in the Unemployment Insurance Commissions waiting period. Staff should understand that such proof will not be made available by UIC until after the leave has commenced and hence University payments will be retroactive.

RYERSON

Follow Employment Standards Act - all benefits continued - Ryerson pays 93% of salary for first two weeks, after that pays 93% of salary less the U.I.C. benefit for 15 weeks - pension contributions based on full notional salary.

TORONTO

Faculty & Administrative Staff - SUB Maternity Leave Plan (effective July 1, 1984)

The objective of the Plan is to supplement Unemployment insurance benefits up to 95% of regular earnings during the period of maternity - 17 weeks in accordance with the Employment Standards Act (Ontario). Written application and a copy of the Doctor's certificate indicating the expected date of delivery is required at the earliest date prior to commencement of maternity leave. The first two weeks, while in the U.I.C. waiting period, the University pays 95% of salary and the following 15 weeks the University pays the difference between U.I. benefits and 95% salary. After expiry of maternity leave the staff member is reinstated to her former position with no loss of vacation credit or seniority. Benefit plans are continued through regular payroll deduction with regular subsidies throughout the period of maternity. If a staff member should return to work prior to the required 6 week post delivery period then a letter from a legally qualified medical practitioner is required approving the early return.
In the event that the faculty or administrative staff member is unable or unwilling to make the commitment to return to her duties at the University following her confinement or she will not meet the one year of continuous service as of the expected date of delivery she can request maternity leave without pay for up to a maximum of 17 weeks. The University will continue its regular portion of benefit premiums for the duration of the maternity leave and the employee is required to pay her portion by personal cheque.

Faculty & Administrative Staff SUB Adoption Leave Plan (effective July 1, 1985)

Same as above SUB Maternity Leave Plan with the provision that leave is granted to only one adoptive parent (if both staff of U of T) and the leave is to commence at the time the child(ren) are scheduled to arrive in the adoptive home. Plan is consistent with U.I. and legislated regulations.

Paternity Leave: Up to 2 days paid leave will be granted to a father upon the birth or adoption of a child. Such leave must be taken within the first month of the birth or an adoption.

TRENT

Staff:

A staff member is entitled to a flexible seventeen (17) week unpaid leave of absence for pregnancy provided the member has a minimum of ten (10) months continuous service prior to the expected date of delivery as indicated by her medical certificate. The member is required to give two (2) weeks written notice of the date on which she intends to begin her leave. All members may begin their leave at any time within eleven (11) weeks before the expected date of delivery. The University may initiate the leave if it can be shown that the member cannot manage her normal workload adequately or that conditions dangerous to her unborn child or herself might prevail. If a staff member is required to be absent for a period longer than seventeen (17) weeks as certified by a legally qualified medical practitioner, or if her work is materially affected by her pregnancy, and the University requires an extension of leave, any further leave period is covered under the University's sick leave policy. The staff member is entitled to not less than six (6) weeks post-natal leave after the date of birth. The Employment Standards Act insures the right of the employee to return to the same or a comparable job without loss of seniority or benefits or drop in salary, if pregnancy leave of no longer than seventeen (17) weeks is taken. During this leave, the total cost of

Please describe your maternity leave policy for staff and faculty

TRENT (cont'd)
continuing membership in the University's benefit plans, except the Pension Plan, will be borne by the University, and any replacement will be a casual appointment. At least four (4) weeks before the expiration of the pregnancy leave, a staff member may apply to the Department of Staff Relations for an additional leave of absence without pay for up to twelve (12) weeks. This request for additional leave shall not be unreasonably denied subject to workload requirements. Vacation credits are not accrued during pregnancy leave. If the staff member returns to work on a regular basis, the period of pregnancy leave is considered time worked for seniority purposes.

Maternity and Adoption Leave Sub Plan: After a staff member has been employed at Trent University for one year, she can file for maternity or adoption leave under this sub plan. Under this plan the University will pay 95% of the staff member's normal salary or wages for the first two (2) weeks and for the next fifteen (15) weeks, the University will supplement the benefit paid by the Unemployment Insurance Commission so that the total from both sources will equal 95% of salary or wages. After the first two (2) weeks, the recipient will be required to produce a record of payment from the Unemployment Insurance Commission before the University can pay the supplement. To be eligible for this benefit, a staff member must have worked at Trent University for twelve (12) months and be planning to return to work at the end of seventeen (17) weeks for a period equal to the period of leave. An agreement must be signed by the candidate promising to repay the University the University's portion if the staff member decides not to return to work. During this period of leave, the cost of continuing in the benefit plans will be shared as if the staff member were fully employed. During maternity leave vacation credits do not accrue unless the staff member returns to work at the end of seventeen (17) weeks for a period of seventeen (17) weeks.

Paternity and Adoption Leave - Included in Compassionate Leave; at normal pay for up to a maximum of six days per year.

Faculty:
In the light of the on-going professional responsibilities of members, the Board agrees to continue the past practice of allowing female members to choose up to 17 weeks of pregnancy and maternity leave preceding and/or following the expected date of birth without loss of salary and benefits.

Paternity and Adoption Leave:
Subject to providing the Dean, where possible, with prior written notice, a member shall be entitled to leave with full salary and benefits of up to five days on the occasion of adopting a child. Fathers, upon the birth of a child, shall be entitled to the same benefit.

CUEW
Where a pregnant employee has been employed in a bargaining unit position in at least three (3) of the preceding eight (8) academic sessions, or in the last two (2) immediately preceding regular academic sessions, she shall be entitled to paid leave of up to three-thirty-fifths (3/35ths) of her appointment, and up to fourteen (14) additional weeks of unpaid leave. Where the employee does not qualify for any paid leave she shall be entitled to up to seventeen (17) weeks of unpaid leave. All requests for maternity leave shall be made in writing to the immediate supervisor (with a copy to the Dean) and shall indicate the expected date of delivery.

Paternity and Adoption Leave:
Upon written request to the immediate supervisor (with a copy to the Dean), an employee may be granted leave of up to five (5) working days on the occasion of becoming a father or adopting a child, provided that the total amount of paid paternity or adoption leave in any one academic session shall not exceed one-thirty-fifth (1/35th) of the total appointment.

WATERLOO

To be eligible a faculty or staff member must be a regular, full-time employee for at least one year prior to the expected birth or adoption date.
Eligible faculty and staff members receive 95% of normal salary, less applicable Unemployment Insurance maternity or adoption leave benefits for a maximum period of 17 consecutive weeks from the commencement of the leave. Intention to return to the University must be declared in writing; those who do not intend to return to work are not eligible for supplementary payments. A faculty or staff member who voluntarily leaves the University during the 6 month work period following a maternity or adoption leave will be required to repay the supplemental payments to the University.
The University may initiate a maternity leave at any time during the eleven-week period preceding the expected date of birth when the performance of normal duties is materially affected by the pregnancy; faculty and staff shall not normally return to work earlier than the first working day of the seventh week following the date of delivery. Vacation will not be reduced provided that faculty and staff comply with the parental leave policy and return to work for at least one month following expiration of the leave. Salary actions normally will not be affected or deferred by the length of the leave; overall performance will be the basis for these considerations. Decisions on promotion or tenure may be postponed for a maximum period of one year at the faculty member's request.
If additional leave is desired, the faculty or staff member may request an unpaid leave of absence or vacation pay entitlement.
Paternity leave: if a male faculty or staff member wishes to be absent from work on occasion during the period around the birth or adoption of his child the practice of personal leave at management discretion, which currently provides time off with pay for bereavement and other personal emergencies, should be extended to include paternity leave. This same philosophy could be applied to the male or female faculty or staff member in the case of adoption; this specifically includes the case where the other parent is receiving a UIC-supported adoptive leave.

Please describe your maternity leave policy for staff and faculty

WESTERN

Administrative and Academic Staff excluding members of Certified Bargaining Units - CUPE, CGA, and Engineers.
Policy 1.) The University of Western Ontario provides for pregnancy leave for members of the regular full-time administrative and academic staff (hereafter referred to as member) who have worked for the University for at least one year as of the probable date of delivery. 2.) A member is expected to work for the University for at least six months following the date of her return from her pregnancy leave. Should a member not satisfy this condition, she will be indebted to the University for the sum of the monies paid to her by the University during her pregnancy leave. 3.) Pregnancy leave is a flexible leave for up to seventeen weeks with pay and benefits as specified in Section 4 and 5. 4.) A member who qualifies for pregnancy leave under the provisions of this Pregnancy Leave Policy is eligible for: (i) 95% of the salary at the time of the initiation of the leave paid by the University for the initial two-week waiting period prior to the commencement of Unemployment Insurance benefits; and (ii) the difference between Unemployment Insurance benefits and 95% of the salary at the time of the initiation of the leave, not to exceed fifteen weeks paid by the University, provided the member makes application for and qualifies for Supplemental Unemployment Insurance benefits. In no case will the total amount of the Supplemental Unemployment Benefits, unemployment gross benefits and any other earnings received by the member exceed 95% of the member's salary at the time of the initiation of the leave. 5.) During the period of paid pregnancy leave, the University will continue the member on full benefits through regular payroll deductions. 6.) Pregnancy leave may be initiated by that member at any time within eleven weeks of the expected delivery date. 7.) Pregnancy leave ends six weeks after the actual date of birth or no later than seventeen weeks from the beginning of the leave, whichever is later. 8.) Leave in excess of seventeen weeks required for medical reasons relating directly to a member's pregnancy and/or delivery of an infant may be treated in accordance with the University's Sick Leave Policy. In such case, the member should immediately contact the Chairman, Dean, Budget Head, or supervisor. 9.) Leave of absence in excess of the seventeen-week period, except for medical reasons (see 8 above), may be taken without salary in accordance with the University's Policy on Leave of Absence Without Salary. 10.) Eligible members may apply for reasons of pregnancy, for reduced responsibility in accordance with the University's Reduced Responsibility Policy. 11.) There is not accumulation of vacation entitlement during this leave. 12.) This policy will remain in effect until 1 July 1988, at which time it may be renewed following amendments as deemed appropriate and resubmission for approval to the Canada Employment and Immigration Commission.

WILFRID LAURIER

Staff: Maternity Leave is granted in accordance with the provisions of the Employment Standards Act of Ontario.
Faculty: Maximum leave of 6 weeks with full salary and benefits.

WINDSOR

Faculty

1. A member who is pregnant shall be entitled to leave according to the terms of this Article if she has been employed by the University for a period of at least twelve (12) months and eleven (11) weeks immediately preceding the estimated day of her delivery, whether such employment commenced before or after the date of commencement of this Agreement. The member shall be entitled upon her application therefor to a maternity leave of at least six (6) months from her employment, or such shorter maternity leave as the member may request, commencing during the period of eleven (11) weeks immediately preceding the estimated day of her delivery. 2. Notwithstanding clause 1. and subject to clause 5., where the actual date of her delivery is later than the estimated day of her delivery, the maternity leave shall not end before the expiration of six (6) weeks following the actual date of her delivery. 3.The member shall give the Dean or his/her designate two (2) weeks notice in writing of the day upon which she intends to commence her maternity leave and furnish the Dean or his/her designate with the certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur in his/her opinion. 4. Subject to clause 5. a member may, with the consent of the Dean or his/her designate, shorten the duration of the maternity leave requested under clause 1. 5. A member may shorten the duration of the six (6) week period mentioned in clause 2. upon giving the Dean or his/her designate one (1) week's notice of her intention to do so and furnishing the Dean or his/her designate with the certificate of a legally qualified medical practitioner stating that she is able to resume her work. 6. A member who does not apply for maternity leave under clause 1. and who is otherwise entitled to maternity leave hereunder, shall be entitled to and shall be granted maternity leave in accordance with this clause upon providing the Dean or his/her designate before the expiry of two (2) weeks after she ceased to work with a certificate of a legally qualified medical practitioner stating that she was not able to perform the duties of her employment because of a medical condition arising from her pregnancy, and giving the estimated day upon which, in his/her opinion, delivery will occur or the actual date of her delivery. 7. A member who intends to resume her employment on the expiration of a maternity leave granted to her under this Article shall so advise the Dean or his/her designate and on her return to work the University shall reinstate the member to her position at not less than her salary at the time her maternity leave began and without loss of seniority or benefits accrued to the commencement of her maternity leave. 8. In addition to the rights to maternity leave granted under the foregoing clauses of this Article, a member shall also be entitled during maternity leave to a maximum of seventeen (17) weeks of such leave with full salary and all other rights, privileges and benefits. 9. During the unpaid part, if any, of this maternity leave, a member shall be entitled at her sole expense to participate in any or all of the University's fringe benefit Plans (including the University Retirement Plan) for members from time to time in

Please describe your maternity leave policy for staff and faculty

WINDSOR cont'd
force if and so long as such plans permit. 10. Upon the request of a member on reasonable notice, the University shall grant a leave of absence of up to fourteen (14) days with full salary and all other rights, privileges and benefits upon the adoption of a child. 11. A paternity leave shall be granted upon the request of a member on reasonable notice upon which the University shall, upon the birth of a child, grant a leave of absence of up to seven (7) days with full salary and all other benefits and privileges. 12. The provisions of this Article shall not preclude the making of alternative arrangements acceptable to the member and the Dean or his/her designate. The Dean shall give particulars of such arrangements to the Association.

Staff & Unions

The University's maternity and adoption leave policy applies to the female members of the bargaining unit who have been employed full-time for one (1) year or more at the University of Windsor. The maternity leave which can be up to six (6) months in duration should commence not later than that point in the pregnancy when the staff member can no longer perform the normal requirements of her job without risking any damage to the health of the mother or child. The leave normally should extend at least six (6) weeks after the actual termination of the pregnancy. This six (6) week period may be shortened at the request of the staff member supported by a written statement from her physician which confirms that she may return to work earlier. At least one (1) month's notice would normally be given by the staff member indicating when she intends to return to work. At the conclusion of the leave the person would return to her previous position. During maternity leave, the following salary and benefit provisions will apply on the understanding that the individual is committed to return to regular employment with the University following the conclusion of the leave: (must return for six (6) months).
(a) The University will pay 95% of the normal basic earnings for the first two (2) weeks of maternity leave. (b) During the following fifteen (15) weeks of the maternity leave the employee will receive from the University a salary payment equal to the difference between 95% of the employee's normal basic earnings and the amount of unemployment insurance maternity benefit the employee is receiving or that which she would be expected to receive if she qualified for benefits. (c) Any period of leave beyond the seventeen (17) weeks shall be without pay. (d) It is further agreed an employee on such maternity leave or laid off due to same shall pay the full cost of her benefit plan coverage payable on a monthly basis (by post dated cheques issued prior to commencement of the leave) for the full period of time she is absent from work. It is further agreed, the University will reimburse such female employee upon her return to work for three (3) months for the full cost of those benefit plan coverages paid by the female employee while absent from work due to pregnancy or adoption. (e) Vacation credits and seniority credits will continue to accrue while a person is on maternity leave provided she returns to work for at least one (1) month. (f) A female staff member who adopts a child is subject to the same rights and obligations as those granted a maternity leave. (g) Unusual pregnancy or birth situations may occur where the normal application of this policy may be inappropriate. Such special cases should be reviewed with the Department of Human Resources.
The employer will grant a Leave of Absence without loss of pay to an employee for two (2) days as a Paternity Leave. It is clearly understood that should extenuating circumstances exist, unpaid leave or utilization of vacation or other credits will not be unreasonably withheld.

YORK

Faculty:
Maternity, Paternity, and Adoption Leave: A female employee shall be granted maternity leave with full salary and benefits for a period of up to (17 seventeen weeks, to be taken at the discretion of the employee during the period(s) preceding and/or following the birth of her child or, for a period of up to (8) eight weeks during the period immediately following her adoption of an infant (ie. less than two years old at the time of adoption). An employee shall, if she so chooses have the right to continue with her regular duties during pregnancy. Should the health of the mother or child require additional time off from University duties, the employee may apply to her Dean/Director of Libraries for a leave of absence without pay for an additional period of up to twelve (12) weeks. Application for maternity leave shall be made as early as possible in advance of the expected delivery date. The employee shall give due regard to the need of the University for early notice of a prolonged period of leave.

The teaching/professional and service responsibilities of an employee on maternity leave of less than one month shall normally be assumed by her colleagues without additional expense to the Employer. If an employee takes maternity leave of longer than one month the Employer will normally arrange for a substitute or shall provide appropriate remuneration or other compensation to colleagues who assume her duties.

Leave with full salary and benefits of up to five (5) days shall be granted to a male employee on the occasion of the birth of his child. The teaching/professional and service responsibilities of employees on paternity leave shall normally be assumed by their colleagues without additional expenses to the Employer.

Leave of absence of up to five (5) days shall be granted to employees upon the adoption of a child. Employees in this case shall provide the Dean/Director

of Libraries or Chairperson (where applicable) with as much notice as possible of impending adoption for which leave is to be taken. The teaching/professional and service responsibilities of employees on adoption leave shall normally be assumed by their colleagues without additional expenses to the Employer.

Please describe your maternity leave policy for staff and faculty

YORK cont'd

C.U.P.E.
An employee who is pregnant and who has been employed by the University for a period of at least twelve months immediately preceding the estimated day of her delivery, shall be entitled upon her application to a leave of absence of seventeen weeks, or such shorter leave as she may request, commencing during the eleven (11) weeks immediately preceding the estimated day of her delivery.
The University will supplement the benefit paid by the Unemployment Insurance Commission for fifteen (15) weeks so that the total from both sources will equal 90% of the employee's normal salary. In addition the University will pay the employee for the first two (2) weeks of leave, i.e. the Unemployment Insurance Commission's unpaid waiting period - an amount equal to 90% of her normal earnings.
In order to receive the above payments, the employee will be required to produce a record of payment from the Unemployment Insurance Commission upon her return to work.
A written request for parental leave shall be given at least two weeks prior to the day on which the employee intends to commence her pregnancy leave and shall include the intended duration of such leave. This request shall also include the certificate of a legally qualified medical practitioner stating that the employee is pregnant and giving the estimated day upon which delivery will occur.
No employee shall be required to return to work following pregnancy leave earlier than six (6) weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has provided the University with the certificate of a legally qualified medical practitioner stating that she is able to resume the full duties of her position.
An employee who intends to resume her employment on the expiration of her pregnancy leave shall provide the University with at least two weeks' notice of the date of her return. Upon return to work she will be returned to her prior position.
The University and the employee shall continue to pay their regular portions of the premiums for the Employee Benefits Plan during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave.
The University may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy.

Security
An employee who is pregnant, and who has been employed by the University for a period of at least twelve months immediately preceding the estimated date of her delivery, shall be entitled upon her application to a leave of absence without pay of at least seventeen (17) weeks, or such shorter leave as she may request, commencing during the eleven (11) weeks immediately preceding the estimated date of her delivery.
The University and the employee shall continue to pay their regular portions of the premiums for the Employee Benefit Plans during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave.
No employee shall be required to return to work following pregnancy leave earlier than six (6) weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has furnished her Supervisor with the certificate of a legally qualified medical practitioner stating that she is able to resume her work.
An employee shall give her Supervisor at least one month's notice in writing of the day upon which she intends to commence her pregnancy leave and the intended duration of such leave. She shall furnish her Supervisor with the certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur.
An employee who intends to resume her employment on the expiration of her pregnancy leave shall inform her Supervisor of her approximate date of return when she applies for leave.
The University may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy.

Professional and Managerial Staff
An employee who has been employed by the University for a period of at least twelve (12) months immediately preceding the estimated date of delivery of her child, shall be granted maternity leave for a period of up to seventeen (17) calendar weeks, with full salary and benefits.
The period of leave shall be taken at the discretion of the employee during the period(s) immediately preceding and/or immediately following the birth of her child. An employee shall, if she chooses have the right to continue with her regular duties during her pregnancy, but the University may require an employee to begin her maternity leave at a specific time should it be evident that she cannot reasonably be expected to perform the duties of her position, or if the performance of her work is materially affected by her pregnancy.

Please describe your maternity leave policy for staff and faculty

YORK (cont'd)

Support Staff

Parental Leave: An employee who is pregnant, and who has been employed by the University for a period of at least twelve months immediately preceding the estimated day of her delivery, shall be entitled upon her application to a leave of absence of seventeen weeks, or such shorter leave as she may request, commencing during the eleven weeks immediately preceding the estimated day of her delivery. The University will supplement the benefit paid by the Unemployment Insurance Commission for fifteen weeks so that the total from both sources will equal 95% of the employee's normal salary. In addition the University will pay the employee for the first two weeks of leave, i.e. the Unemployment Insurance Commission's unpaid waiting period - an amount equal to 95% of her normal earnings. In order to receive the above payments, the employee will be required to produce a record of payment from the Unemployment Insurance commission upon her return to work. The University and the employee shall continue to pay their regular portions of the premiums for the Employee Benefit Plans during pregnancy leave, and the employee shall continue to accrue seniority for the duration of such leave. No employee shall be required to return to work following pregnancy leave earlier than six weeks following her actual date of delivery; nor shall she be permitted to do so unless she has given one week's notice of her intention to return and has furnished her Supervisor with the certificate of a legally qualified medical practitioner stating that she is able to resume her work. An employee shall give her Supervisor two weeks' notice in writing of the day upon which she intends to commence her pregnancy leave, and the intended duration of such leave. She shall furnish her Supervisor with the certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur. An employee who intends to resume her employment on the expiration of her pregnancy leave shall inform her Supervisor of her approximate date of return when she applies for leave. Upon h[er] return to work she shall be reinstated in her former position. If the employee requests a further leave of absence, without pay, Leave of Absence Wit[hout] Pay - will apply. The University may require a pregnant employee to commence leave at any time when the duties of her position cannot reasonably be performed by the pregnant woman, or the performance of her work is materially affected by the pregnancy. An employee shall be granted up to f[ive] absence with pay for paternity or adoption leave. If the employee requests a further leave of absence, without pay, - Leave of Absence Without [Pay] apply.

ONTARIO HEALTH INSURANCE PLAN

University	Type of Cost Sharing Commitment	Employee Premium		Employer Premium	
BROCK	Maintenance & Housekeeping percentage basis	NIL		100%	
	All other employees fixed dollar	NIL		Single	29.75
				Family	59.50
CARLETON	41.41% of Premium	Academic Union			
		Single	17.43	Single	12.32
		Family	34.86	Family	24.64
	90% of Premium	C.U.O.E. & G.W.			
		Single	2.97	Single	26.78
		Family	5.95	Family	53.55
	100%	All Others			
		Single	NIL	Single	29.75
		Family	NIL	Family	59.50
GUELPH	66 2/3% of Premium	Single	10.20	Single	19.55
		Family	20.88	Family	38.62
LAKEHEAD	100% of premium.	Single	NIL	Single	29.75
		Family	NIL	Family	59.50
LAURENTIAN		Single	NIL	Single	29.75
		Family	NIL	Family	59.50
MCMASTER	73.5% of Premium	Single	7.89	Single	21.86
		Family	15.77	Family	43.73
O.I.S.E.	50% of Premium	Faculty			
		Single	14.87	Single	14.88
		Family	29.75	Family	29.75
	100% of Premium	Academic Support, General Support and Professional			
		Single	NIL	Single	29.75
		Family	NIL	Family	59.50
OTTAWA	25% of Premium	Single	22.31	Single	7.44
		Family	44.62	Family	14.88

ONTARIO HEALTH INSURANCE PLAN (Cont'd)

University	Type of Cost Sharing Commitment	Employee Premium		Employer Premium	
QUEEN'S	Faculty 66 2/3% of Premium	Single Family	9.92 19.83	Single Family	19.83 39.67
	Support Staff 77.7% of Premium	Single Family	6.63 13.27	Single Family	23.12 46.23
RYERSON	100% of Premium	NIL		100%	
TORONTO	58% of premium	Single Family	12.50 24.99	Single Family	17.25 34.51
TRENT	50% of premium	Faculty Single Family	14.88 29.75	Single Family	14.87 29.75
	100% of premium	Staff NIL		100%	
	100%	C.U.E.W NIL		100%	
WATERLOO	Regular Full-time Faculty & Staff - 77% paid by University	Single Family	6.84 13.68	Single Family	22.91 45.82
	Regular Part-time Faculty & Staff - 40% paid by University	Single Family	17.84 35.70	Single Family	11.91 23.80
WESTERN	Faculty - 18.85% of Premium	Single Family	24.14 48.28	Single Family	5.61 11.22
	Staff - 50% of Premium	Single Family	14.87 29.75	Single Family	14.88 29.75
	C.U.P.E. - 90% of Premium	Single Family	2.97 5.95	Single Family	26.78 53.55
	P.T. Temp - 50% of Premium	Single Family	14.87 29.75	Single Family	14.88 29.75
WLU	100% of Premium	NIL		100%	
WINDSOR	100% of Premium	NIL		100%	

ONTARIO HEALTH INSURANCE PLAN (Cont'd)

University	Type of Cost Sharing Commitment	Employee Premium		Employer Premium	
YORK	90% of Premium	Support Staff			
		Single	2.97	Single	26.78
		Family	5.95	Family	53.55
	50% of Premium	Prof. & Managerial			
		Single	14.87	Single	14.88
		Family	29.75	Family	29.75
	50% of Premium	Faculty			
		Single	14.87	Single	14.88
		Family	14.87	Family	29.75
	100% of Premium	I.U.O.E.			
		Single	NIL	Single	29.75
		Family	NIL	Family	59.50
	100% of Premium	C.U.P.E.			
		Single	NIL	Single	29.75
		Family	NIL	Family	59.50
	90% of Premium	U.P.G.W.A.			
		Single	2.97	Single	26.78
		Family	5.95	Family	53.55
	Not Based on %	Post Doc.			
		Single	24.25	Single	5.50
		Family	54.00	Family	5.50

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
BROCK								
Up to $5/day for private hospital room, charges of registered nurse, pres. drugs & medicines, diagnostic x-ray & lab exams, x-ray radium, radioactive isotopes therapy, rental of iron lung, hospital bed, etc., purchase of artificial eyes, local ambulance service, anaesthesia and oxygen. Eyeglass rider to $150 in a 2 year period. (CUPE; $100)	All full-time faculty and staff	Upon appointment	$10. S $20. F	100%	NIL	$12.13 S $30.43 F	Confederation Life	YES
Semi-private hospital.	All full-time faculty and staff	Upon appointment	n/a	n/a	NIL	$ 2.96 S $ 8.71 F	Confederation Life	YES
CARLETON								
Ambulance services medical aids & appliances, pres. drugs & medications, private duty nursing services of the following: osteopath naturopath podiatrist, clinical psychologist, psysiotherapist, chiropractor, etc. to the extent that such services are not covered under OHIP. Semi-Private hospital accommodation.	All full-time and part-time employees with continuing or term appointments	Upon Appointment	$25. S $50. F	80%	- C.U.O.E. & G.W. $ .85 S $2.97 F Union and Union Exempt Support Staff $2.12 S $7.43 F All Others semi-private hospital expenses not subject to deductions and co-insurance.	$ 7.65 S $26.76 F $ 6.38 S $22.31 F $ 8.50 S $29.74 F	Blue Cross	YES Cross experience rated with dental plan
GUELPH								
Pres. drugs, x-ray radium & radioactive isotopes, special nursing, physiotherapists, dental procedures, ambulance, rental of wheel-chairs, hospital beds, iron lungs, splints, trusses, braces, crutches, casts, artificial limbs, eyes. Semi-private hospital accommodation. psychologists, masseurs; chiropractors, podiatrists, out of province coverage. Accidental dental coverage, vision care, hearing aids. Dependant children to age 25 if full time university or college students.	All regular faculty and staff and full-time over 6 mos.	Upon appointment	No deductible $1.00 payment per prescription	100% paid	NIL	$19.79 S $47.28 F	Mutual Life	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
LAKEHEAD								
Difference between ward and semi-private hospital, pres. drugs, services of private nurse, physiotherapist, psychologist, ambulance service, durable equipment, accidental injury to natural teeth some outside of Canada coverage.	All full-time permanent staff	date of employment	$15 Single $30 Family	100% after deductible on prescription drug 80% after deductible on all other services	NIL S NIL F	$ 7.94 S $23.98 F	Sun Life	YES
LAURENTIAN								
Pres. drugs, oxygen, fees of a private nurse, charges for ambulance, accidental injury to natural teeth, wheelchairs, physiotherapist, psychologist, speech therapist, podiatrist, chiropractor, vision care, hearing aid	All full-time employees	1st day of the month coincident with or following date of employment	$.35 per prescription	n/a	$ 8.19 S $24.46 F	$ 8.19 S $24.46 F	Confed. Life	YES
Semi-Private Coverage	All full-time employees	same as above	n/a	n/a	$1.00 S $1.99 F	$1.00 S $1.99 F	Confederation Life	YES
MCMASTER								
Pres. Drugs, private duty nursing, balance of ambulance, durable equipment rented for temp. therapeutic use. Semi-private room charge plus $10.00 per day if private room expense. No deductible on semi-private charge. Accidental damage to natural teeth. Out of Province coverage for difference between charge & OHIP reimbursement for emergency hospitalization and doctor's expenses. Clinical psychologists $15.00 per 1/2 hour session to a maximum of	Persons who receive OHIP coverage through Univ. group are required to have Major Medical Policy	1st day of employment	$25/person $50/max/family	100%	NIL S NIL F	$10.32 S $26.35 F	Sun Life	NO admin. services only, plan self insured.

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
MCMASTER (cont'd) $225.00 per year. Speech therapists to a maximum of $200.00 per year. Chiropractors or physio therapists $15.00 per visit to a maximum of $225.00 per year. Podiatrists, osteopaths $15.00 per visit to a maximum of $225.00 per year. Prosthetic devices. Care in a licenses convalescent home $20.00 per day - 120 days per year. Vision care for staff, and faculty $100 max. benefit every 24 months.								
O.I.S.E.								
Up to $20 per day for private/semi private room. 100% of Ambulance service, Registered Nurse Physiotherapist, Artificial limbs and eyes, casts, crutches and surgical supplies needed to illness or injury, oxygen and equipment, rental of iron lung, wheelchair of hospital bed, blood and blood plasma. 90% pres. drugs. Some outside of Canada coverage.	Faculty with 35% appointment or more Support Staff with 25% appointment or more	Upon appointment	10% of prescription drugs	n/a	NIL	Faculty $13.77 S $35.83 F Professional & General Support $14.32 S $36.74 F Professional Research Staff $15.59 S $41.09 F	Confederation Life	YES
Vision Care - Faculty, General Support, Professional, Professional Research Staff Prescribed eye glasses and contact lenses every 12 months.	As above	Upon appointment	n/a	$150 maximum coverage for each	NIL	Included in above premiums	Confederation Life	YES
Hearing Aid - Faculty	As above	As above	As above	$500 in any 24 consecutive months		Included in above premiums	Confederation Life	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
OTTAWA								
Pres. drugs, private nurse, ambulance, physiotherapists, wheelchairs, splints, braces, artificial limbs, some dental surgery.	Compulsory for full-time staff with minimum 15 hr/week	Upon date of appointment	NIL	100%	NIL	$ 8.21 S $24.64 F	Confederation Life	YES
Semi-private room	same as above	"	NIL	NIL	$ 1.52 S $ 2.89 F	NIL	Confederation Life	YES
Private Room	same as above	"	NIL	NIL	$ 2.10 S $ 4.60 F	NIL	Confederation Life	YES
QUEEN'S								
100% pres. drugs physiotherapy, injury to natural teeth from accident, ambulance services, braces, crutches, rental wheel-chair, bed-iron lung, hearing aids, hospital services not covered by OHIP, emergency physician's services outside Ont. in excess of OHIP fee schedule. Artificial limbs or eyes and prosthetic devices, speech therapy.	All regular full-time & part-time staff on optional basis	1st day	$25	80% of services of reg. nurse or other licensed persons, 50% after 7 days, 50% chiro-practor, osteopath, chiropodist, pidiatrist, or naturopath - when not covered by OHIP	$ 1.35 S $ 5.55 F	$ 3.15 S $12.95 F	Canada Life	YES
Semi-private	All regular full-time & part-time staff on optional basis	1st day	No deductible	No Co-insurance	$ 2.65 S $ 6.90 F	NIL NIL	Canada Life	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
RYERSON								
Faculty and Non-Union Academic and Administrative Support Staff & CUPE								
Pres. drugs, private duty nurses. Semi-private and private room accommodation, Emergency services outside of Ont. Eye Care Package. $120.00 per calendar year, Hearing Aid $300.00 every 5 years.	Compulsory for all full-time staff who commenced employment after July 1/74 and all part-time staff with more than 18 mos. service unless covered under spouse	Date of appointment	$25/person/year $25/family/year	100% reasonable customary charges paid after deductible,	NIL	$14.95S $42.29 F	Mutual Life of Canada	YES
Sessional Instructors								
Pres. drugs, private duty nursing on recommendation of the attending physician. Private room differential, out of province/Canada medical fees max. Hearing Aid $300. every 5 years. Vision Care $80.00 max. benefit every 24 months.	All sessional instructors	Date of appointment	$25/person/ contract year $50/family/ contract year	100% paid after deductible	NIL	$ 8.09 S $17.85 F	Blue Cross	Yes
60% of full time benefit	part-time staff with between 4 and 12 months service	after 4 months service	$25/person or family/year	60% of full time amount	NIL	$ 6.22 S $17.79 F	Mutual Life of Canada	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
TORONTO								
Extended Health Care - drugs, serum injectibles & insulin, private nursing services of a physiotherapist, difference in cost semi-private and private hospital room accommodation, certain dental care as a result of accident, up to $10 a day in private hospital, special remedial appliances, artificial limbs, radium and radioisotope treatment, ambulance services, dependent coverage to include unmarried children between the ages of 21 through 25 who are in full-time attendance in an institution of learning. Rider for medical expenses while travelling or vacationing outside Canada.	All full-time and part-time staff holding an appointment of 25% or more of full-time.	1st day of month following date of appointment	$25 per annum for single and family coverage	100% paid after deductible	$ 1.65/mo S $ 6.58/mo F	$ 4.94/mo S $19.72/mo F	Blue Cross	YES (self experienced
Semi-private Hospital - difference in cost ward and semi-private room accommodation. Dependent coverage to include unmarried children 21 through 25 years of age if in full-time attendance in an institute of learning, out of country coverage.	All staff paid through university payroll (except casual payments)	1st day of month following date of appointment	n/a	n/a	$ .66/mo S $ 1.31/mo F	$ 1.99/mo S $ 3.94/mo F	Blue Cross	YES (self experienced)
TRENT								
Extended Health Care PLUS Vision Care - $100 every 24 mos. for eyeglasses and $200 every 24 mos. for contact lenses.	Full-time staff, and staff holding recurring full-time and half-time appointments	1st day of month following date of appointment and/or applic.	$25/person $50/family	100% paid after deductible No deductible for vision care	NIL	$11.36 S $33.66 F	Sun Life	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
TRENT cont'd Supplementary semi-private coverage	Regulations regarding OHIP insurance apply	1st day of month following date of appointment and/or application	n/a	n/a	NIL	$ 2.05 S $ 4.13 F	Sun Life	YES
Extended health care plus vision care - $100 every 24 mos. for eyeglasses and $200 every 24 mos. for contact lenses. PLUS: *Paramedical Rider, Hearing Aid Benefit, Voyage assistance - Europ assistance	Faculty and senior management	"	$25/person $50/family *Not subject to deductible	100% paid after deductible	NIL	S $11.37 F $33.05	Sun Life	YES
WATERLOO								
Difference between ward and semi-private hospital, most pres. drugs, blood transfusions, some nursing services, some ambulance services, wheelchairs, braces, Deluxe Blue FCross Travel benefits	All full-time faculty and staff	On appointment	$34/single $68/family	100% paid by insurance company	NIL	$ 8.48 S $27.32 F	Blue Cross	YES
	Regular part-time faculty & staff	"	$ 68/single $136/family	"	"	"	"	"
WESTERN Semi-private and private diff. hospital service, supplies not covered by OHIP, private nurse, pres. drugs, wheelchair, iron lung, ambulance, etc.	All full-time permanent non-union staff, CUPE Engineers & CGA	1st day of appointment on a full time continuing basis	NIL	100% paid by ins. co.	NIL	$13.43 S $34.14 F	London Life	YES
	Faculty	"	NIL	100% paid after deductible	NIL	$17.34 S $43.37 F	London Life	YES
Visioncare - once every 24 months for purchase of prescribed eye glasses or contact lenses. -maximum $100 per person	FACULTY, PMA, UWOSA, CUPE-PHYSICAL PLANT & ARENA MAINTENANCE	"	NIL	100% paid by ins. co.	NIL	$1.62 S $4.14 F	London Life	YES

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
WESTERN (CONT'D)								
-maximum $50 per person	CUPE - FOOD SVCS & ENGINEERS	"	NIL	100% paid by ins. co.	NIL	$ .81 S $2.07 F	London Life	YES
WLU								
Private nursing care by registered nurse in/out hospital when not provided by OHIP -- a direct order by doctor, difference between ward and semi-private and private room in hosp., difference between semi-private and private room in hosp., out-patient physiotherapy (by registered physiotherapist) when not paid by OHIP therapeutic equipment, artificial limb or eye, or a truss, brace, crutch or cast, pres. drugs, blood, bandages or surgical dressings, up to $10/day in Licensed Private hosp. for max. of 120 days, dental care by dentist or oral surgeon out of hospital resulting from accidental injury occurring after effective date of coverage, psychologist treatment, masseur, physiotherapist and speech therapist, ambulance services, oxygen and its administration. Vision/Hearing care $100 vision & $500 hearing per person once every 24 months.	All full-time staff and faculty Part-Time in excess of 1250 hours per annum	1st of next month following date of appointment	$25/single $50/family	n/a	$1.00 S $3.00 F	$ 8.17 S $26.27 F	Allstate	YES
WINDSOR								
Faculty: Green Shield E.H.B.	Full-time faculty	30 day E.P.	10/20	100%	n/a	$17.12 S $47.16 F	Green Shield	YES
Green Shield Semi-private	All Groups	30 day E.P.	n/a	n/a	n/a	$ 2.79 S $ 5.60 F	Green Shield	n/a

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
WINDSOR cont'd Admin. Non-Union: Green Shield Pres. Plan	Full-time Admin. Full-time union	30 days End of probation	.35/pres.	n/a	n/a	$22.11 S $55.23 F	Green Shield	YES
CUPE 1001: Janitors, Housekeeping, Dietary	"	"	"		n/a	$23.42 S $58.56 F	"	YES
CUPE 1393: Technicians					n/a	$23.56 S $58.90 F	"	"
Admin Union S.E.I.U. 210					n/a	$21.88 S $54.74 F	"	"
CUPE 100:					n/a	$22.74 S $56.86 F	"	"
UPGWA 1958:					n/a	$31.14 S $77.80 F	"	"
E.H.S.	Non-union Admin. & Exec.	30 days	N/A	100%	N/A	$ 1.42 S $ 3.37 F	"	"
E.H.S. - T4	CUPE 1393 S.E.I.U. 210	After Probation	N/A	100%	N/A	$ 1.09 S $ 3.12 F	"	"
YORK								
Drugs, private duty nursing, prosthetic appliances, dental care resulting from an accident, ambulance, medical supplies and appliances, services of osteopaths, chiropractors, naturopaths, podiatrists, masseurs, speech therapists, clinical psychologists, physiotherapists, Christian Science Healers.	full-time faculty	Date of appointment	$25/person $50/family	100%	n/a	Faculty $ 7.31 S $20.00 F	LonLife Financial Services	YES (self experienced)
	full-time staff	"	"	100%		Staff $ 7.75 S $21.65 F		

SUPPLEMENTARY HEALTH INSURANCE

Services Insured	Who is Eligible	When Eligible	Deductible Amount	Co-insurance Provisions	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy experience rated?
YORK (Cont'd)								
Semi-private coverage in hospital Private coverage in hospital	CUPE, IUOE, UPGWA full-time faculty, support staff, professional & managerial	Date of appointment	N/A	100%	N/A	P & M $ 9.28 S $25.36 F CUPE $ 5.71 S $13.36 F IUOE $ 7.13 S $20.26 F UPGWA $ 9.28 S $26.35 F		
Vision-Care Prescription eye glasses and contact lenses. Max. $150/24 mos. single coverage only	Full-time faculty C.U.P.E.	Date of appointment	$25/person	100%	N/A	$ 3.18 S		
Vision/Hearing Care Prescription eyeglasses and contact lenses, Max. $150/person/24 months	Security Support Staff	Date of appointment	$25/person $50/family Vision only	S 100% F 40/60%		$ 3.34 S $ 5.06 F		
Prescription hearing aids. Max. $300/person/36 months		"	N/A					

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who Is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
BROCK									
60%, max. $5,000 per month 66.9% for TSA members	maximum of 5%	Compulsory	All faculty and non-unionized staff	Upon appointment	105 days	.62% of salary .684% for TSA members	0%	Confederation Life	Partially experience rated
CARLETON									
Academic Union 66 2/3% max. $000 per month (C.P.P. integrated)	3%	Compulsory	All full-time and part-time employees with a continuing appt. or term appts. after 12 months.	Upon appointment	180 calendar days	$1.152/100 of gross salary	0%	Metropolitan Life	Partially experience rated
Non-Union Staff - Salaries less than 21,600 Same as CUPE 2424 except when salary reaches $21,600 higher benefit level applies.									
Non-Union Staff - Salaries $21,600 and over 75% max., $8,000 per month (C.P.P. integrated)	3%	Support staff voluntary, others compulsory	same	Upon appointment	180 calendar days	$1.302/100 of gross monthly salary	Mngmt 100% Support 75%	Metropolitan Life	Partially experience rated
CUPE 2424 (Administrative/Technical Union) 65% max., $8,000 per month (C.P.P. stacked)	n/a	Compulsory	same	Upon appointment	180 calendar days	.872/100 of gross monthly salary		Metropolitan Life	Partially experience rated
C.C.A. (Security Staff Union) 65% max., $2,000 per month (C.P.P. stacked)	4%	Compulsory	same	Upon appointment	180 calendar days	1.028 of gross monthly salary		Metropolitan Life	Partially experience rated
CUPE 910 65% maximum $2500 per month (CPP stacked)	n/a	Compulsory	same	Upon appointment	180 calendar days	.872/100 of gross salary per month	100%	Metropolitan Life	Partially experience rated
All Others 65%, maximum $1170 per month (C.P.P. stacked)	n/a	Voluntary	same	Upon appointment	180 days	.872/100 of gross salary per month	CUOE & GW 90% G.C.I.U. 50%	Metropolitan Life	Partially experience rated

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
GUELPH									
Faculty & Professional equivalent to 66 2/3% of salary (max. $4,000 p.m.) Staff 66 2/3% of salary (max. $4,000 p.m.)	n/a	Compulsory	All regular faculty & staff and full-time in excess of 12 months hired on temporary basis	Faculty & staff on appointment	90 calendar days	.52/100 of gross monthly salary	66.66	Constellation Life	YES
LAKEHEAD									
60% to maximum of 5,000 per month	n/a	Compulsory	Faculty & Senior Admin.	Upon appointment	17 weeks	$.945/$100 monthly insured earnings	0%	Sun Life	Fully Pooled
		Compulsory	All Others	Upon appointment	17 weeks	$.945/$100 monthly insured earnings	75%	Sun Life	Fully Pooled
LAURENTIAN									
80% of max. of $2,500/mo.	max. of 3%	Compulsory	All full-time staff	1st day of month coincident with or following date of employment	6 months	$1.14/100	100%	Confederation Life	Fully Pooled
MCMASTER									
60% of 1st $23,000 50% of next 17,000 40% of remainder to max. of $64,250 per annum.	n/a	Compulsory	All perm. faculty & staff	Upon appointment	None	0.47% of salary	Nil	Sun Life	YES
OISE									
60%, $3000 maximum	n/a	Compulsory	All full & part time staff & faculty.	Upon appointment	90 days	.504/1000 of annual salary (monthly)	0%	Confederation Life	YES

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who Is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
OTTAWA 66 2/3% max. $8,500/month	4%/yr	Compulsory	All full-time staff members with minimum 15 hr./week	All fulltime staff members on 1st day	119 calendar days from date of total disability	$1.71/100	100%	Laurentian	YES
QUEEN'S 68% first $12,000 60% next $10,000 50% remainder, max. benefit $5,000 per month.	up to a maximum of 5% per annum of C.P.I.	Voluntary	Full-time & part-time employees	At hiring	180 days	.70%	Nil	Canada Life	YES
RYERSON Administrative and Academic Support: 75% of salary to a max. benefit of $4500 per month less any other disability pension paid. Payable to Age 65 Employee pays 6% of salary based on salary on date of disability	Starts with 13th full month pmt. & annual after based on Stats. Can. Toronto CPI to max 8% annual adjust. compounded	Compulsory	All full-time employees and part-time employees with more than 12 months service	1st day of employment	66 days 22 days 66 days	.56% of monthly salary to max of 4500 (non-union support staff) 7750 for Excluded Management CUPE 3.86% To max. of $2500. C.J.R.T/F.M. .61% open college max. of 4500.	100%	Mutual Life Assurance Co. of Canada	Fully Pooled
Faculty - 80% of salary to a max. benefit of $4000 per month less any other disability pension paid. Payable to Age 65 Ryerson pays pension contributions on behalf of faculty member based on salary on date of disability	"	Compulsory	All full-time faculty	1st day of appointment	66 days	1.415% of monthly salary to max. of $7750	100%	Mutual Life Assurance Co. of Canada	Fully Pooled
Sessional 75% of salary paid until end of contract		Compulsory	All sessional	1st day of Appt.	7 days (1/2 sessional) 15 days (full sessional)		100%	self-insured	

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who Is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
TORONTO									
70% of annual earnings with maximum insurable earnings of $65,000 (max. benefit is $45,500 per annum)	after 12 months payments annual increase of 7% or the across the board economic increase whichever is the lessor	Voluntary	All fulltime and parttime staff holding an appointment of 25% or more of fulltime.	On appointment or date application card signed whichever is the latter date	90 days consecutive	1.20% of monthly insurable earnings	80%	Confederation Life	YES
TRENT									
Staff See Sick Leave Entitlement Policy. After 6 months; 66 2/3% of the first $21,600 of insurable earnings; 50% of next $43,200; 40% of balance, less any other disability or retirement benefit; 85% of net income all-source limitation.	Benefits increased annually according to Consumer Price Index, with a max. annual increase of 2%	Compulsory	All full-time and half-time regular and recurring staff	Full-time and half-time hourly paid staff after 3 mos. of service. Others from date of appointment.	1st 6 mo. of illness and/or disability covered under Univ. sick leave entitlement plan.	.882% of insured payroll	NIL	Sun Life	YES
Faculty See Sick Leave Entitlement Policy. After 6 mos; 75% of insurable earnings, less any other disability or retirement benefits; 80% of gross income all-source limitation.	Benefits increased annually according to CPI with a max. annual increase of 2%.	Compulsory. Voluntary for faculty with limited term appointments	All full-time and half-time tenured and probationary faculty, limited term appointments and senior management	From date of appointment	1st six mos. of illness and/or disability covered under Univ. sick leave entitlement plan.	1.31% of insured payroll	100%	Sun Life	YES
WATERLOO									
60% of base salary to max. benefit of 4000/mo tax free or maximum of 85% pre-disability Net Income	Up to 5% per annum	Compulsory	All full-time faculty & Sr. staff	After 1st day of employment	180 days	1.08% x salary	Nil	Manufacturers Life	YES
			All other full-time staff (inc. union)	After 3 mo. of employment	90 days				

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who Is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
WESTERN									
75% of salary up to max. $5000/mo	3% per year	Compulsory	All full-time permanent members of staff, faculty & CUPE	1st day of appointment on full-time continuing basis	15 weeks	$1.39 per $100 benefit	100%	Canada Life	Pooled
75% of salary up to max. $5000/mo	6% per year	Compulsory	Professional /Managerial	"	"	$1.55 per $100 benefit	"	"	"
WLU									
60% of first 15,000 50% of excess ($5,000 maximum)	2% per annum	Voluntary	All full-time faculty and staff, P.T. over 1250 hours per annum	1st of next month from date of employment	120 days	$1.35 per $100	Nil	Manufacturers Life	YES
WINDSOR									
Executives - 80% of salary to a max. of $3,500/mo. Faculty & Prof. Lib. 66 2/3% of 1st 1800. mon. sal., 50% of next 3600, 40% of next 2500 Max. Benefit $4000 mo. non-taxable Admin - 66 2/3% of salary to a max. of $2,500/mo - non-taxable CUPE 100 & 1001, SEIU 210, - 50% of salary to a max. of $2,500/mo. CUPE 1393 & UPCWA 1958 (Technicians) - 66 2/3 of salary to a max. of $2,500/mo. - non taxable	Based on wages as raised each year for admin. & union	Compulsory	Full-time faculty admin union	-30 days -30 days -end of probation	105 days	Exec $.78/$100 Faculty $.40/$100 M.I.P. Admin $.46/$100 M.I.P. Union $.94/$100 M.I.P. 1393 Tech Union $1.08/$100 UPCWA 1958 $1.24/$100	100% 0% 0% 100% 0% 0%	Constellation	YES

LONG TERM DISABILITY - SALARY CONTINUATION

Benefit as % of Salary	What is Escalation Clauses	Voluntary or Compulsory Participation	Who Is Eligible	When Benefit	Waiting Period for Premium	Total Premium	% of Prem. Paid by Employer	Carrier	Is Policy Experience Rated?
YORK									
60% of 1st $6,000 + 50% of excess	n/a	Compulsory	All other Staff working more than 24 hours per week	Date of appointment	90 days or cessation of sick leave whichever occurs later	Support Staff .70/$100 of mo. salary	100%	London Life	YES - First 5 years
85% of Net Income			Full time Faculty Professional & Managerial			Prof. & Managerial Staff .70/$100 of mo. salary	100%		
						Faculty .77/$100	NIL		
						I.U.O.E. .77/$100	100%		
						CUPE 1.13/$100 of mo. salary	100%		
						U.P.G.W.A.. .70/$100 of mo. salary	75%		

SICK LEAVE PROGRAM

Coverage Days Weeks Months	Who is Eligible	When Eligible	Full Salary or Percent	Self-insured
BROCK				
105 days (elimination period on LTD) per disability or illness	Faculty and non unionized staff (full-time)	Upon appointment	Full Salary	YES
1 1/2 days/month cumulative sick leave program	Unionized staff (Maintenance and housek[illegible] full-time)	Upon appointment	Full salary until sick leave credits are exhausted	YES
CARLETON				
Administrative Support, Technical Support				
During first year, 1 1/4 days for each month of service. Following one year of service, 6 months.	All full-time and regular part-time staff	Date of appointment	Full Salary for accumulated days - thereafter nil salary	YES
Management & Faculty 6 months	All full-time and regular part-time staff	Date of appointment	Full salary	YES
Trade Groups 1 1/2 days for each month of service	"	"	Full salary for accumulated days - thereafter nil salary	YES
GUELPH				
Unlimited to date of eligibility for disability insurance	C.U.P.E., Stationery Engineers, Food Services, Guards - exempt	After 3 months employment	Full	YES
Cumulative Sick Days Accumulated as follows:	Staff			YES
Less than 3 mos. employment		3 days	Full pay	
More than 3 mos. employment		10 days		
More than 12 mos. employment		24 days	" "	
More than 24 mos. employment		36 days	" "	
More than 36 mos. employment		48 days	" "	
More than 48 mos. employment		60 days	" "	
3 months sick pay	Faculty & Professional staff	Immediate	Full pay	YES
LAKEHEAD				
Support Staff (Non-Union) Cumulative Sick Leave plan whereby an employee accumulates 1 1/2 days per month of service, to a maximum of 120 days	All Full-time non-union support staff	After 3 months of service	Full salary	YES

SICK LEAVE PROGRAM

Coverage Days Weeks Months	Who is Eligible	When Eligible	Full Salary or Percent	Self-insured
Support Staff (Union) Cumulative Sick Leave plan whereby employee accumulates 1 1/2 days per month of service to a maximum of 120 days.	unionized office staff	after 4 months of service	Full Salary	YES
Faculty/Senior Administration For extended period of sickness, 1 month for each year of service to a maximum of 4 months after which the LTD plan applies.	Faculty and Senior Administrative personnel	Upon appointment	Full Salary	YES
LAURENTIAN				
6 months	all full-time employees	On appointment	Full salary	YES
MCMASTER				
15 weeks increasing to 26 weeks after 10 years of service	Salaried Support Staff	On appointment	Full Salary	YES
26 weeks	Professional Management Level 12 and higher and all faculty	On appointment	Full Salary	YES
OISE				
20 days per year (cumulative) (Prorated for part-time)	All full & parttime support staff	Upon appointment	Full salary	YES
Interim L.T.D. if necessary re L.T.D. waiting period of 90 days	All full & parttime support staff	Upon appointment	60% of salary $3,000 maximum	YES
90 days	Faculty	Upon appointment	Full salary	YES
OTTAWA				
119 days	All regular employees with minimum 15 hr/week	no waiting period	100%	YES
QUEEN'S				
Six months	All regular staff members	No waiting period	Full Salary	YES

SICK LEAVE PROGRAM

Coverage Days Weeks Months	Who is Eligible	When Eligible	Full Salary or Percent	Self-insured
RYERSON				
66 working days	All regular and probationary, Administrative & Academic Support staff, and full-time faculty	Date of employment	Full Salary	YES
22 working days	CUPE			
7 working days	half sessional			
15 working days	full sessional			
TORONTO				
15 weeks	All full-time and part-time appointed staff members	After 3 months completed service	100%	YES
TRENT				
Faculty 6 months	All faculty	Date of Appointment	Full Salary	YES
Staff 6 months	Regular or recurring staff who work 17 1/2 hrs or more per week.	Date of Appointment	Full Salary	YES
Maximum 60 days	Regular or recurring staff who work less than 17 1/2 hrs per week	one normal work day for each month of service to a maximum of 60 days		YES
CUEW				
Paid sick leave in any one academic session shall not exceed four-thirty fifths of total appointment.	Members of CUEW			YES
WATERLOO				
30 days + 1 day for every month worked to a maximum of 180 days.	Staff except Management, Professional, Specialized and Senior technical	After 1st full day at work	Full Salary	YES
180 days	Faculty, Management, Professional, Specialized and Senior technical	After 1st day of employment	Full Salary	YES

SICK LEAVE PROGRAM

Coverage Days Weeks Months	Who is Eligible	When Eligible	Full Salary or Percent	Self-insured
WATERLOO cont'd				
Regular Part-Time	50% or more annual commitment	After 4 yrs	Full Salary	YES
Union				
During probation period - 3 days until 75 days worked then 30 days as per staff	All full-time employees		Full Salary	YES
WESTERN				
15 weeks	Full-time continuing staff, faculty, CUPE CCA & Engineers	1st day of employment	Full Salary	YES
WLU				
90 days	Full-time faculty	Date of employment	Full salary	YES
90 days	Exec. professional staff Support Staff	Date of Employment	Full salary if accumulated 2/3 if not accumulated to 90 days	YES
105 days	Maintenance staff	Accumulated rate of 1 1/2 days per month after probation retro. to start date	Full credit and 2/3 salary to 105 days	YES
WINDSOR				
Short-term - first 105 days	All full-time faculty and staff	30 days after hiring or end of probation period	100%	YES
YORK				
Accumulated at 1 1/2 days per month of service	Support Staff, CUPE, and Engineers	Accrued from appointment date for each full month of employment	Full Salary	YES
15 weeks	Faculty, Professional & Managerial and Security	Date of appointment	Full Salary	YES

SICK LEAVE PROGRAM (BENEFITS CONTINUANCE)

	Are Benefits Continued?	As If Full Salary	Cost Sharing Arrangements? EE	ER
BROCK	YES	YES	SAME	SAME
CARLETON	YES	YES	SAME	SAME
GUELPH	YES	YES	SAME	SAME
LAKEHEAD	YES	YES	SAME	SAME
LAURENTIAN	YES	YES	SAME	SAME
MCMASTER	YES	YES	SAME	SAME
O.I.S.E.	YES	YES	SAME	SAME
OTTAWA	YES	YES	SAME	SAME
QUEEN'S	YES	YES	SAME	SAME
RYERSON	YES	YES	SAME	SAME
TORONTO	YES	YES	SAME	SAME
TRENT		YES	SAME	SAME
WATERLOO		YES	SAME	SAME
WESTERN		YES	SAME	SAME
W.L.U.		YES	SAME	SAME
WINDSOR	YES	YES	SAME	SAME
YORK	YES	YES	Same while on paid sick leave - 0% when on unpaid sick leave.	Same while on paid sick leave - 100% when on unpaid sick leave.

LONG TERM DISABILITY (BENEFITS CONTINUANCE)

	Are Benefits Continued	As if Full Salary	Cost Sharing	
			EE	ER
BROCK	YES	YES	SAME - deemed contribution	SAME
CARLETON	YES	YES	NIL	100%
GUELPH	YES	YES	Pension Life Ins. LTD OHIP & Dental	100% 100%-after 6 mo. 100% SAME
LAKEHEAD	YES	YES	SAME - no pension contribution	SAME - no pension contribution
LAURENTIAN	YES, WITH THE EXCEPTION OF THE PENSION PLAN AND FOR THE FOLLOWING DURATION: FACULTY - 30 MONTHS ALL OTHERS - 24 MONTHS	YES	same except no pension contributions	same, except no pension contributions. Er accrues liability for years of service
MCMASTER	YES	YES	NIL	100%
OISE	YES	YES	NIL	100%
OTTAWA	YES	YES	NIL	100%
QUEEN'S	YES	YES	Same for medical Plans - - university pay life ins. & pension premiums	Medical same 100% life ins. & Pension Plan
RYERSON	YES	YES	SAME	SAME
TORONTO	YES	YES	SAME - for medical plans. University pays full premiums on pension, group life ins. and LTD premiums are waived.	SAME - for medical plans Univ. pays full premiums on pension & group life and LTD premiums are waived.
TRENT	YES	YES	NIL	100%
WATERLOO	YES	YES	SAME - no pension contributions	SAME - Ee & Er pension contributions

LONG TERM DISABILITY (BENEFITS CONTINUANCE)

	Are Benefits Continued	As if Full Salary		Cost Sharing	
WESTERN	YES EXCEPT VOLUNTARY PLANS	YES	NIL	Compulsory Benefits	100%
			SAME	Optional Benefits	SAME
W.L.U.	YES	YES	SAME		SAME
WINDSOR	YES	YES	SAME		SAME
YORK	YES	[illegible]	NIL		100%

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
BROCK							
Non-Union Faculty and Staff 3 x earnings (rounded to next highest $1,000) to age 65, (max 150,000) Unionized Staff 2 x earnings (rounded to next highest $1,000) to age 65 (max. 100,000)	Compulsory	All full-time faculty & staff	Upon appointment	$.205/1,000	100%	Confed. Life	First $60,000 of each claim remainder pooled
Additional Benefit units of $10,000 to a max. of $100,000	Voluntary		Upon appointment	Dependent on age 5 year age bands ranges from $ .80/mo/10,000 to $10.80/mo/10,000	nil	Confed. Life	Fully pooled
CARLETON							
Basic Benefit 2 x salary rounded to next highest $1,000	Compulsory	All Full-time and part-time employees with continuing or term appointments	On appointment	$.25/1000	Faculty First $18.46 of monthly premium GCIU 50% CUDE & CW 90% Support Staff 75% All Others 100%	Metropolitan Life	First $100,000 of each claim - remainder pooled
Additional Benefit Units to $10,000 to maximum of $250,000	Voluntary	as above	On appointment subject to satisfactory evidence of health	Dependent on age - 5 year age bands, ranges from $ .50/mo/$10,000 to $7.00/mo/$10,000	NIL	Metropolitan Life	Pooled
GUELPH							
Option of either 2 or 3 x annual salary or survivor benefit	Compulsory	All regular faculty and staff and employees hired for more than 6 months	On appointment	$.17/$1,000	66.66%	Sun Life	YES

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who Is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
LAKEHEAD							
Faculty/Senior Adm. Up to age 65, 3 x basic annual earnings. Max. 200,000	Compulsory	All full-time faculty and sr. admin.	On appointment	$.41/1,000	100%	Sun Life	Experience rated to 125% of premiums
Support Staff Up to age 65, 1 1/2 x basic annual earnings. Max. $100,000	Compulsory	All full-time support staff	On appointment	$.41/1,000	100%	Sun Life	Experience rated to 125% of premiums
LAURENTIAN							
4.5 x salary to next multiple of 1,000 - max. coverage 125,000 with the exception of CUPE who has remained at max. of $75,000	Compulsory	All full-time employees	First day of month coincident with or next following date of appointment	$.30/1,000	35%	Confed. Life	First 75,000 of each claim - remainder pooled
MCMASTER							
Single: annual salary to next higher 1,000 x 1, x2, or x3. Married: annual salary to next highest 1,000 x 1, x2, x3 and/or survivor income benefit	Compulsory for all full-time and part-time employees	All permanent employees who are under age 65 at date of hiring	1st day of employment	$.2/1,000	100% on 1x 60% on 2x 60% on 3x	Sun Life	YES
OISE							
Faculty and Management/Professional - $25,000 basic free, option of 3x or 5x annual salary - maximum $400,000	Compulsory	35% or more 25% or more	Upon appointment	$.262/1,000	100% Basic free 75% option to 3x	Confederation Life	Fully pooled
Professional $30,000 basic free option 1,2 or 3 x annual salary, maximum $125,000	Compulsory	All full & part time with over 25% employment	Upon appointment	$.238/1,000	100% Basic free 75% option	Confederation Life	YES

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who Is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
OISE cont'd) General Support - 25,000 basic free option 1,2 or 3 x annual salary - maximum $125,000	Compulsory	All full & part time with over 25% employment	Upon appointment	$.238/1,000	100% basic free 75% option	Confederation Life	YES
Professional Research Staff 75,000 basic free option 1,2 or 3 x annual salary max. 125,000	"	"	"	"	"	"	"
OTTAWA Basic Staff members with no spouse or dependents 150%. Staff members with spouse and/or dependents 300%.	Compulsory	All full-time staff minimum 15 hr/week	On appointment	$.295/1,000	Employer pays 100% of first 45,000	Confed. Life	YES
Optional -for staff up to $350,000 -for spouse up to $350,000	Optional	same as above	On appointment	as per age & sex categories	NIL	Confed. Life	YES
Optional - for each child $3,500	Optional	same as above	On appointment	$.26/month family	NIL	Confed. Life	YES
Voluntary Accident	Optional	same as above	On appointment	Single - $1.05/25,000/ month family - $1.55/25,000/ month	NIL	Ameri. Home	
Death, dismemberment loss of sight or hearing	Optional	same as above					
QUEEN'S Basic Group Life Insurance available to all full-time & part-time employees option of 1x,2x or 3x annual salary max. 150,000	Voluntary	All full time and part time staff members	At hiring	$.25/1,000 per month	57%	Canada Life	YES
Optional Units of $25,000 up to a maximum of $250,000	Optional	All full-time and part-time staff members	At hiring	as per age	NIL	Canada Life	YES

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who Is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
RYERSON							
2 x annual salary rounded to the next thousand, 250,000 max. amount	Compulsory	All full-time faculty, support staff, CUPE, and part-time employees with more than 12 months service.	Date of appointment	$0.23/1,000	100%	Mutual Life Assurance Co. of Canada	Fully Pooled
24 x monthly salary rounded to the next thousand	Compulsory	All sessional instructors under age 65	Date of Appointment	$0.36/1000	100%	Mutual Life Assurance Co. of Canada	Fully Pooled
All full-time faculty additional 2 x annual salary rounded to the next thousand 250,000 max. amount	Compulsory for all faculty commencing employment after Jan. 1/75	All full-time faculty	Date of appointment	$0.263/1,000	70%	Mutual Life Assurance Co. of Canada	Fully Pooled
Support staff over Grade 18 additional 2 x annual salary rounded to next thousand 250,000 max amount.	Compulsory	Support staff over Grade 18	On date of appointment	$0.23/1,000	70%	Mutual Life Assurance Co. of Canada	Fully Pooled
TORONTO							
Basic coverage of 1x annual salary free plus additional optional coverage of 1x annual salary or 2x annual salary, 3x annual salary (maximum insurable earnings $90,000)	Optional coverage voluntary. Basic coverage of 1x salary automatic	All full-time and part-time staff holding an appointment of 25% or more of full-time	On appointment or date application card signed whichever is the latter date.	$.24/1,000	Basic coverage 100% Optional coverage 33.33%	Canada Life	YES
TRENT							
Basic life insurance equivalent to annual salary for salaried faculty and staff. For hourly paid full time staff, amount of insurance is equal to 2,000 hours x hourly rate. For part-time, 1,000 hours x hourly rate.	Compulsory Optional faculty with limited term appointments.	Full-time and half time faculty; full-time and half time regular and recurring staff	Upon completion of 3 months employment for full-time and half time hourly staff, from date of appointment for all others.	$0.310/$1,000	100% of premiums for coverage to $25,000. 25% of premiums for coverage in excess of $25,000	Sun Life	YES

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
WATERLOO							
Options of 1,2,3,4,5 and 6 times salary available	1 x salary compulsory Optional: spousal insurance up to $200,000 at age and smoking-related rates	All full-time faculty and staff	On appointment	$.35/1,000 (group rate applicable to 1,2,3x)	100% of 1x salary 60% of 2 & 3 x salary 4,5 & 6x salary paid by employee (age-related and smoking-related rates)	Manufacturers Life	YES
Travel Accident	$100,000	Travel on Business	On appointment		100%		
WESTERN							
Basic - 2 x salary	Compulsory	All full-time permanent staff, faculty & union	1st day of appointment on a full-time basis.	$.20/1,000	100% of first $25,000 of coverage. Employee pays full premium for amounts in excess of $25,000	London Life	YES
Additional 1/2,1,1 1/2,2 x salary	Optional	All full-time permanent staff, faculty & union	1st day of appointment on a full-time basis.	Age: Up to 39 — Cost/$1,000 Smoker .06, Non-Smoker .04 40 - 44 — .13 / .08 45 - 49 — .20 / .13 50 - 54 — .34 / .22 55 - 59 — .56 / .37 60 - 65 — .80 / .53	NIL	"	"
$300,000 maximum total amount (Basic & Optional Amounts)							
A.D. & D. $20,000 to $250,000 Employee coverage, Optional Family coverage @ 50% spouse only or 40% spouse, 10% children	Voluntary	All	"	Employee $20,000 @ .70/1,000 to $250,000 @ 8.75/1,000 Family $20,000 @ .94/1,000 $250,000 @11.75/1,000		Mutual	YES
W.L.U.							
Basic - 1 1/2 times salary	Voluntary	All full-time faculty and staff, Part-Time staff over 1250 hours per annum	First of month following employment	$.26/1,000	100 of Basic	Manufacturers Life	YES

LIFE INSURANCE

Amount of Life Insurance Available	Voluntary or Compulsory Participation	Who is Eligible	When Eligible	Total Premium ($ .00/$1,000 per month	% of Premium Paid by Employer	Carrier	Is Policy Experience Rated?
W.L.U. (cont'd)							
	Optional - Voluntary increments of $10,000 to max. of $500,000	"	"	Based on Age/sex Smoker/Non-smoker	0%	Manufacturers Life	
	A.D. & D Optional			$.03/1,000	0%	Manufacturers Life	
WINDSOR							
Faculty to age 65 3 x annual salary Max. $200,000. No age reduction to age 65 Age 65 - 67 1x annual salary. Max. $55,000	Compulsory	Full-time faculty, admin. union.	First day of month after date of hire	$.254/1,000 inc. $.03/1,000 for A.D.&D.	100% 100%	Confederation Life	YES
Administration to age 65. 2 x annual salary - max. $110,000. No age reduction. Age 65 $1,500 paid-up insurance			First day of month after 30 days service		100%	"	"
Unions to Age 65 - 2x wage. Age 65 - 1500 paid-up life - completion of probation					100%	"	"
NOTE: Faculty - effective July 85: 3 x annual salary - max. $200,000 Executive - same as Faculty							
Union to age 65. No age reduction. Age 65 $1,500 paid-up insurance. Local 1393, 210, 1001, 100, and 1958 2 x annual salary			After the completion of probationary period	$ .294/1000	100%		
YORK							
3 x annual salary to July 1st coincident or following age 65 1 x annual salary July 1st following age 65.	Compulsory	All full-time faculty & staff working more than 24 hrs.	Date of appointment	$.20/1,000	Support Staff & UPGWA - 50% Faculty, Post Docs, P/M, IUOE CUPE - 100%	London Life	YES

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent and Western currently have Survivor Benefit Plans)

Amount of Benefit	Who is Eligible	When Eligible	Total Premium	% of Premium Paid by Employer	Carrier	When Introduced
GUELPH						
1 x salary ($125,000 max) plus 25% of salary to surviving spouse plus 5% of salary to each of up to 3 dependent children	All employees with dependents	On appointment	1 x salary $.17/$1,000/mo	66.6%	Sun Life	Sept. 1/1971
			25% salary to spouse $3.09 per $100 monthly benefit per month.	66.6%		
1 x salary plus 25% to spouse			25% sal. + 5% up to 3 $2.70 per $100 monthly benefit per month	66.6%		
1 x salary plus 25% to dependent children only			25% sal. to child $1.74 per $100 monthly benefit per month.	66.6%		
MCMASTER						
Spouse & Children 25% of salary for spouse plus 5% of salary for each dependent child under 21 or 25 if in full-time attendance at school.	Married, permanent faculty and staff	1st day of employment	.617% of salary	60% with employee paying all group life premiums	Sun Life	Oct. 1/1969
Children Only Survivor 25% of salary to dependent child or children under 21 or 25 if in full-time attendance at school.	Widows, Widowers or legally separated permanent faculty or staff.	as above	as above	as above	Sun Life	Oct. 1/1969

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent and Western currently have Survivor Benefit Plans)

Amount of Benefit	Who is Eligible	When Eligible	Total Premium	% of Premium Paid by Employer	Carrier	When Introduced
TORONTO						
Basic coverage of 1 x annual salary free ($90,000 max.) Plus Spouse & Children: 30% of annual salary to surviving spouse for lifetime or until remarriage (guaranteed for 10 years) plus 10% of annual salary for each dependent child under 21 (max. of 2 children) Spouse only: 30% of annual salary to surviving spouse for lifetime or until remarriage (guaranteed for 10 years) Children only: 30% of annual salary to orphans until youngest child reaches age 21 or for the 10 year guaranteed period, whichever is longest period. OR optional 2x annual salary (inclusive of Basic non contributory 1x annual salary) Plus S.I.B. as described above. NOTE: Escalation provision added to protect survivors from inflation of 7% or across-the-board economic increase (annually) whichever is the lessor. Maximum insurable salary on S.I.B. Insurance $65,000.	All full-time and part-time staff holding an appointment of 25% or more of full-time with eligible dependants	On appointment or date application card signed, whichever is the later date.	$.24 per $1,000 of commuted value of insurance	Basic coverage 100% Survivor income Benefit 33.33%	Canada Life	May 1/1976

SURVIVOR BENEFIT (GROUP LIFE INSURANCE)

(NOTE: Only Guelph, McMaster, Toronto, Trent and Western currently have Survivor Benefit Plans)

Amount of Benefit	Who is Eligible	When Eligible	Total Premium	% of Premium Paid by Employer	Carrier	When Introduced
TRENT						
Spouse's Option 25% of basic life insurance coverage per year paid in monthly instalments as long as a spouse lives	Same as for Life Insurance	on appointment or anytime subject to medical certification	$0.310/$1,000 per month of commuted value* of insurance	100% of premiums for coverage based on commuted value* to $25,000; 25% of premiums for coverage based on commuted value* for excess of $25,000 * commuted value is based on income	Sun Life	July 1, 1969
Children's Option 15% of basic life insurance per year paid in monthly instalments until youngest unmarried dependent child is 23 or 25 if a student. If no spouse's option is elected, benefit is 25% of basic life insurance.						

DEPENDENT LIFE INSURANCE

WESTERN						
Spouse - $20,000. Each dependent child - $5,000	Voluntary participation, all full-time staff, faculty & union	On appointment or any time subject to medical certification	$2.48 per month	NIL	London Life	Oct. 1/1982

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
BROCK								
Similar to Blue Cross #9. Max. on crowns and endodontics of $150. Max. on periodontics of $250.	Full-time faculty and staff	Upon appointment	Compulsory	NIL NIL NOTE: Premiums are approximations - on "cost-plus" basis	$20.00 S non union $56.00 F + union	Blue Cross	YES	Faculty & Staff '88 CUPE '87
CARLETON								
Equivalent Blue Cross #9	All full & part time and all union support staff excluding Academic Union & Management	Date of appointment	Compulsory	All Others NIL G.C.I.U. S $ 3.47 F $10.57	S$13.87 F$42.30 S$10.40 F$31.73	Blue Cross	YES	'89 '89
As above plus crowns and bridges	Academic Union	Date of appointment	Compulsory	Academic Union NIL	S$18.99 F$54.34			'86
As above plus crowns and bridges	Management	"	"	Management NIL	S$18.99 F$54.34			'86
As above plus crowns & bridges	CGA	"	"	S $ 4.54 F $13.00	S$13.63 F$39.00			'85
GUELPH								
Full maintenance program plus periodontics and endodontics plus 50% co-insurance for bridges, crowns, caps and dentures Orthodontics - 50% co-insurance, lifetime max. $2,000	1. All full-time regular employees. 2. all temporary and trust-fund employees hired for more than one year.	Immediate	Compulsory Voluntary at time of interview	S $ 3.27 F $11.23 same	S $13.05 F $44.96	Mutual Life Assurance Co.	YES	'86
LAKEHEAD								
Comparable to Blue Cross #9	Full-time faculty, Librarians, Technicians, and Non-Organized staff	Upon Appointment	Compulsory unless covered by spouse	S $ 9.32 F $ 20.80	S $ 9.32 F $20.80	Sun Life	No 1st year	'88

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
LAURENTIAN								
Oral examination, Prophylaxis - once every 6 months. Bite-wing x-rays, Extractions and simple alveolectomy. Surgical extraction of impacted teeth. Surgical removal of tumors, cysts, neoplasms. Amalgam, silicate, scrylic and composite fillings. General Anaesthetic required in relation to dental surgery.	full-time employees	1st day of month coincident with or next following date of employment	Voluntary	S $ 5.51 F $18.62	S $ 5.51 F $18.62	Confed. Life	YES	'85
MCMASTER								
Roughly equivalent to Blue Cross #9 Plan	Faculty & staff who work on a half-time or better basis. If contractually limited must be of more than one year	First day of employment	Compulsory unless covered by spouse	NIL	S $14.91 F $35.53	Sun Life	NO ASO Plan Self Insured	'86
OISE								
Professional, Mang/Prof, Professional Research Staff,, General Support and Faculty. Basic dental work every 6 mos. (inc. surgical & non-surgical periodontal work). Also includes crowns and bridges & dentures with a nil deductible and an 100% co-insurance factor with no open space limitations (max. of $1300/calendar year). Also includes Orthodontia with a 50% coinsurance factor, $1500 lifetime limit.	All full & part-time with over 25% appointment Faculty - over 35% appointment	Upon appointment	Compulsory unless covered by spouse	NIL	Professional S 22.89 F 72.83 General Support S 30.14 F 75.72 Faculty S 22.96 F 69.96 Professional Research Staff S 23.17 F 68.27 Mang/Prof S 25.63 F 81.56	Confederation Life	YES	Annual

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
O.I.S.E (Cont'd) Faculty & General Support - Basic dental work every 6 mos. (inc. surgical & non-surgical periodontal work). Also includes crowns and bridges & dentures with a nil deductible and no co-insurance (max of $1300/calendar year). Also includes Orthodontia with a 50% coinsurance factor, $1500 lifetime limit.	All full & part-time with over 25% appointment Faculty 35% appointment or more	Upon appointment	Compulsory	NIL	General Support S $26.61 F $66.86 Faculty S $20.20 F $64.31	Confederation Life	YES	Annual
OTTAWA - No Dental Insurance								
QUEEN'S								
oral exams, dental x-rays, scaling and polishing, fluoride treatment and oral hygiene instructions, space maintainers for children under 13, sealants for children (ages 6-16), fillings, retentive pins and cement restorations, crowns for children under 13, extractions, anaesthesia and sedative dressings, endodontic & periodontal services, repairs, relining and rebasing dentures.	3 Union Groups (maintenance, technicians, & library)	Upon Appointment	Compulsory	S $ 5.99 F $16.10	S $ 5.99 F $16.10	Canada Life	YES	'87
RYERSON 100% Basic Care, 65% Major Care and 50% orthodontic treatment	All full-time employees after 1/9/74	On date of appointment	Compulsory	NIL	S $26.75 F $67.68	The Mutual Life Assurance Company	YES	'89
union staff - OPSEU - 100% basic care, 65% Major & 50% Orthodontic	"	"	"	NIL	S $26.75 F $67.68	"		'89
Basic Services - 100%. endodontic and periodontic services- 80%. Major Services - 50%. Orthodontic - 50%	Sessional Instructors	"	" unless covered under spouse	NIL	S $25.40 F $77.13	The Mutual Life Assurance Company	YES	'89

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
TORONTO								
Blue Cross Dental Plan #9. Dependents coverage to include unmarried children between 21-25 who are in full-time attendance at an institution of learning.	All full-time and part-time staff holding an appointment of 25% or more of full-time.	1st day of month following date of appointment	Compulsory for all full-time staff and voluntary for part-time staff on initial enrolment	S $ 4.49 F $10.04	S $17.94 F $40.18	Blue Cross	YES	'86
TRENT								
Equivalent to Blue Cross Dental Plan #9.	Full-time and half time tenured and probationary faculty; faculty with limited term appointments.	1st day of month following date of appt. and/or application.	Voluntary	NIL	S $18.17 F $39.20	Sun Life	YES	'87
Equivalent to Blue Cross Dental Plan #9.	Full-time and half-time regular and recurring staff	As above plus, 3 months waiting period for eligible hourly-paid staff.	"	NIL	S $18.17 F $39.20	Sun Life	YES	'87
WATERLOO								
80% of basic dental expenses, 50% of major dental & orthodontic expenses. maxima - basic - $1,080 p.a. per person, major restorative - $1,620 p.a. per person, orthodontic - $1,620 lifetime max. per person	all full-time faculty and staff	after 1st day of employment	Compulsory	NIL	S $11.84 F $35.60	Manufacturers Life	YES	eff. Jan 1, 1989 the 1987 schedule
WESTERN								
100% of basic dental expenses, 80% of major dental expenses	Regular full-time faculty	1st day of employment	Compulsory	NIL	S $22.45 F $59.87	Mutual Life Assurance Company	YES	Current

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
WESTERN (CONT'D)	Regular full-time admin. staff	"	Compulsory unless covered by spouse	NIL	S $17.26 F $46.06		YES	Current
	C.U.P.E. - Phys. Plant.	"	"	NIL	S $17.26 F $46.06		YES	CURRENT
	C.U.P.E. - Food Services	"	"	NIL	S $17.26 F $46.06		YES	"
	C.G.A.	"	"	NIL	S $17.26 F $46.06		YES	"
WLU								
Equivalent to Blue Cross #9	All full-time faculty and staff, Part-Time in excess of 1250 hours per annum	1st of month following date of employment	Voluntary	S $ 3.50 F $10.83	S $10.50 F $32.49	Allstate	YES	'85
WINDSOR								
Green Shield, Plan 14	[illegible] 1393	After Probation Period	Compulsory unless other coverage by spouse	NIL	S $16.09 F $36.07	Green Shield	[illegible]ES	'87
	CUPE 1001 CUOE 100	"	"	NIL	S $19.70 F $44.34	Green Shield	YES	'88
Green Shield, Plan 14	Admin. Executives	30 days 30 days	" "	NIL NIL	S $18.80 F $42.28	Green Shield	YES	'88
	SEIU 210	after prob.	"	NIL	S $16.40 F $36.78		YES	'87
Green Shield, Plan 34	Faculty	30 days	"	NIL	S $17.96 F $40.44	"	"	'88
	U.P.G.W.A.	after prob.	"	NIL	S $19.53 F $43.59	"	"	'87
YORK Equivalent Blue Cross #7 with riders 1,2,3 & 4 100% Basic 70% Prosthetic, Orthodontic & Restorative. - max. $2200 per year Restorative - max. $2200 per year lifetime ortho.	Professional & Managerial	Date of appointment	Voluntary	S NIL F NIL	S $25.73 F $83.20	Lon Life Financial Services	YES self experienced	'89

DENTAL INSURANCE

Plan Coverage	Who is Eligible	When Eligible	Voluntary or Compulsory Participation	Monthly Employee Premium	Monthly Employer Premium	Carrier	Is Policy Experience Rated?	ODA Schedule
YORK (cont'd)								
Equivalent Blue Cross #7 with riders 1,2,3 & 4. 100% Basic, 70% Prosthetic, Orthodontic and Restorative. Max. $2200 per year Restorative Max. $2200 per life Orthodontic	Faculty	Date of appointment	Voluntary	S NIL F NIL	S $29.65 F $96.11	Lonlife Financial Services	YES Self experienced	'89
As above Max. $2400 per year Restorative Max. $2400 per life Orthodontic	Support staff	"	"	Staff S NIL F NIL	 S $24.72 F $69.27	"	"	'89
Similar to Blue Cross #7 100% Basic - Max. $1,000 per calendar year	I.U.O.E., CUPE, UPGWA	"	"	IUOE S NIL F NIL UPGWA S NIL F NIL CUPE NIL NIL	 S $14.77 F $39.41 S $11.27 F $29.97 S $11.75 F $34.25			'87

POST-RETIREMENT BENEFITS

Life Insurance Coverage	Cost to Retirees	Major Medical	Monthly Employee Premium	Monthly Employer Premium	Other Benefits
BROCK					
Paid-up 10 yrs. service $1,000 10-15 " " 2,000 15-20 " " 3,000 20-25 " " 4,000 25 " " 5,000 - policy is purchased at retirement with volume related to yrs. of service. - applies to non-unionized full-time faculty and staff	NIL	n/a			n/a
CARLETON					
NIL	-	Yes* *Provided on Retirement of Staff member (i) if age 55 or over (ii) has 5 or more years service (iii) is a member of the Plan	Nil	S $ 8.50 F $29.74	Dental Plan Faculty Union only coverage continues. University pays 100% of premiums S $14.49 F $41.49 Athletic Facilities Free Use
GUELPH					
CUPE $1,000 paid up policy All others - NIL	NIL N/A	Can continue on optional basis paying a % of premiums	S $ [illegible] F $17.77		Dental - can continue on optional basis paying 75% premium S $11.85 F $39.44
LAKEHEAD - No post-retirement benefits					
LAURENTIAN - No post-retirement benefits					
MCMASTER					
$5,000 paid up policy	NIL	YES	NIL	S $10.32 F $26.35	Free Parking, free use of athletic facilities. Discount at Bookstore. Free Dental Plan S $14.91 F $35.53

POST-RETIREMENT BENEFITS

Life Insurance Coverage	Cost to Retirees	Major Medical	Monthly Employee Premium	Monthly Employer Premium	Other Benefits
OISE					
Support Staff NIL	NIL	Yes - same as active employees - lifetime	Professional & Mang/Professional & General Support Staff S $ 7.16 F $14.32 C $18.37 Professional Research Staff S $ 7.79 F $20.54 C $15.59	S 7.16 F 14.32 C 18.37 S 7.79 F 20.54 C 15.59	Dental Benefits 50% shared Cost S 22.89 each F 72.83 each
Faculty $25,000	Employer $3.72 Retiree $3.72	Same as active employees including vision and hearing aids except that life time maximum reduced to $10,000	$ 6.88 S $17.91 F $13.77 couple	$ 6.88 S $17.91 F $13.77 couple	Dental Benefits - same as active employees S $11.48 Employer S $11.48 Retiree F $34.98 Employer F $34.98 Retiree C $22.96 Employer C $22.96 Retiree
OTTAWA 1. Retired staff members insured before May 1, 1971; 50% of annual earnings 2. Retired staff members insured after May 1, 1971; 2 1/2% for each year of service (max. 20) minimum benefit $2,000 3. Retired staff members insured after July 1, 1976; - less than 10 years service $2,000 - 10 or more years' service: 10% of final salary with minimum of 2,000 and max. of 5,000 coverage.	NIL				Semi-Private accommodation Plan (Optional) S $ 1.52 F $ 2.89 Private Room Coverage (Optional) S $ 2.10 F $ 4.60
QUEEN'S Basic 100% of final salary at 65 reducing by 20% per year to 10% at 70 with a $3,000 minimum. Optional no post retirement benefit	NIL	YES 80% of eligible charges covered.	S $ 1.35 F $ 5.55	S $ 3.15 F $12.95	Semi-private hospital coverage S $ 2.65 F $ 6.90

POST-RETIREMENT BENEFITS

Life Insurance Coverage	Cost to Retirees	Major Medical	Monthly Employee Premium	Monthly Employer Premium	Other Benefits
RYERSON					
N/A	N/A	Yes - Semi-Private and limited supplemental health benefits	S $ 8.11 F $16.29	NIL	DENTAL INSURANCE -$2000 max per calendar year -basic services - 90% of expenses on current fee guide -major services - 50% of expenses on current fee guide S - $18.31 F - $39.58
TORONTO					
n/a	n/a	Blue Cross extended health care	S $ 4.48 F $13.22	S $13.46 F $39.65	Blue Cross semi-private employee/er premium S $ 3.55 $10.64 F $ 7.10 $21.28 Blue Cross Dental Plan #9 employee premium S $ 2.47 F $ 5.61 employer premium S $ 9.88 F $22.43
TRENT - No post-retirement benefits					
WATERLOO					
An amount equal to the lessor of: 25% of the amount for which employee was insured immediately prior to retirement or, 37 1/2 of employees final salary but not less than $2,000	NONE	Sickness and accident	NONE	S $ 8.48 F $27.32	
WESTERN					
Paid-up policy equal to 50% of amount of basic insurance in effect at time of retirement, with the maximum policy being $15,000	NIL	YES	NONE	S $15.05 F $30.10	Dental Benefits continued for Faculty & P.M.A. University pays full cost.
WLU - NIL	n/a	Yes	NONE	S $ 8.52 F $27.15	

POST-RETIREMENT BENEFITS

Life Insurance Coverage	Cost to Retirees	Major Medical	Monthly Employee Premium	Monthly Employer Premium	Other Benefits
WINDSOR					
$1,500 paid-up insurance for staff at age 65	NIL	-	-	Single Premium about $800.00	Green Shield Prescription Plan - Employee premium - NIL Employer premium S $14.19 F $28.38
YORK - Five year "Pilot" Program for full time faculty, Professional & Managerial and Support Staff					
NIL	NIL	YES	NIL	$21,000 annually	Private Hospital coverage Dental Plan - similar to coverage prior to retirement.

VACATION ENTITLEMENT

BROCK

Sec/Cler/Tech

1st cal yr - 1 day/mo. max 10 days
2nd full calendar yr - 2 weeks
3rd full calendar yr - 3 weeks
10th full calendar yr - 4 weeks
20th full calendar yr - 5 weeks

Mtce/Housekeeping

Up to 3 yrs - 2 weeks
after 3 yrs - 3 weeks
after 10 yrs - 4 weeks
after 19 yrs - 5 weeks
after 30 yrs - 6 weeks

Adm/Professional

1st and 2nd full calendar yr - 3 weeks
3rd calendar yr and beyond - 4 weeks
20th calendar year and beyond - 5 weeks

Faculty and Librarians

4 wks upon appointment (pro-rated in 1st year)
5 wks in 20th calendar yr. (Librarians only)

CARLETON

Non-Union Support Staff

1 - 5 years - 15 da/yr
6 years - 16 da/yr
7 years - 17 da/yr
8 years - 18 da/yr
9 years - 19 da/yr
10 yrs & up - 20 da/yr
15 or more - 22 da/yr
18 or more - 25 da/yr

Managerial/Prof. Staff

22 day/yr from date of appointment
25 day/yr after 15 years.
Note: On an employee's (excluding Faculty) 25th anniversary date, he shall be granted an additional 10 working days with pay leave that year only.

Faculty

One month

Non-Academic Unions

Varies between agreements - similar to non-union support staff

GUELPH

Faculty:

1 - 12 yrs = 22 days
13 - 20 yrs = 25 days
21 + yrs = 30 days

Professional Staff

1 - 3 years - 15 days
4 years - 22 "
16 years - 25 "
25 years - 30 "

Supervisory

1 - 3 years - 15 days
4 years - 22 days
16 years - 25 days
25 years - 30 days

C.U.P.E.

1 year - 10 days
2 years - 15 days
7 years - 16 days
8 years - 18 days
9 years - 20 days
12 years - 21 days
14 years - 22 days
16 years - 23 days
17 years - 25 days
28 years - 30 days

Support Staff & Non CUPE Bargaining Groups

1 year - 10 days
2 - 4 years - 15 days
5 - 6 years - 16 days
7 years - 17 days
8 years - 18 days
9 -11 years - 20 days
12 -13 years - 21 days
14 -15 years - 22 days
16 years - 23 days
17 years - 25 days
28 years or more - 30 days

VACATION ENTITLEMENT

LAKEHEAD

Non-Union Support Staff

Up to 8 years - 3 weeks
Over 8 years - 4 weeks

Office Union

Up to 3 years - 2 weeks
3 to 8 years - 3 weeks
Over 8 years - 4 weeks

Mtce/Housekeeping

Up to 3 years - 2 weeks
3 to 8 years - 3 weeks
Over 8 years - 4 weeks

Faculty and Senior Admin.

4 weeks (under review)

LAURENTIAN

Faculty

1 month or 23 working days. After 5 continuous years for each year of employment thereafter, the member will be entitled to an additional 2 days to a maximum entitlement of 33 working days.

Administration

- 3 weeks after 1 year to 4th grade of Stevenson Kellogg Ernst & Whinney Salary Scale.
- 4 weeks after 5 years.
- 4 weeks after 1 year from 5th grade of Stevenson Kellogg Ernst & Whinney Salary Scale. After 10 years of continuous service, 1 extra day and 1 additional day every year of continuous service thereafter. Maximum vacation allowance 7 weeks.

Support Staff/C.U.P.E.

1 - 4 years	- 15 days per year
5 years	- 16 days per year
6 years	- 17 days per year
7 years	- 18 days per year
8 years	- 19 days per year
9 years	- 20 days per year (Support Staff only)
10 years	- 20 days per year
11 years	- 21 days per year
12 years	- 22 days per year
13 years	- 23 days per year
14 years	- 24 days per year
15 years	- 25 days per year
16-17 years	- 26 days per year
18-19 years	- 27 days per year
20-21 years	- 28 days per year
22-23 years	- 29 days per year
24-25 years	- 30 days per year
26 or more	- 31 days per year

I.U.O.E./Canadian Guards Association

1 - 9 years	- 3 weeks at 6% of total earnings
10 - 14 years	- 4 weeks at 8% of total earnings
15 years	- 5 weeks at 10% of total earnings

MCMASTER

Vacation Group	Category
A	Clerical/Secretarial Technicians, Professional/Management Nurses and Related Positions, Reactor Operators and Lead Hands, Instructional Assistants, Equivalent Positions.
B	Professional/Management, Equivalent Positions
C	Librarians

Faculty

One month annually

VACATION ENTITLEMENT

MCMASTER (cont'd)

Vacation Entitlement - (based on service at June 30th)

	Group A	Group B	Group
Less than one year (express in working days per completed months of service)	1.25	1.67	1.92
1 but less than 4 years service	15	20	23
4 but less than 18 years service	20	20	23
18 but less than 30 years service	25	25	25
30 or more years	30	30	30

OISE

Professional, General Support and and Professional Research Staff (Full-time)	Faculty	Project Directors
Less than 10 months - 2 days for each full mth. 10 months, but less than 3 years - 1 month (22 days) 3 years and over - 5 weeks 15 years and over - 27 days	one month annually	five weeks annually

OTTAWA

Staff members with 381 Hay points and up	Staff members with 380 Hay points and less	Faculty
A) 3 wks (15 days) after 12 mos.	A) 3 wks (15 days) after 12 mos.	1 month
B) 4 wks (20 days) after 3 years	B) 16 days after 6 years	
C) 21 days after 16 years	17 " " 7 years	
22 " " 17 years	18 " " 8 years	
23 " " 18 years	19 " " 9 years	
24 " " 19 years	20 " " 10 years	
25 " " 20 years	21 " " 16 years	
26 " " 26 years	22 " " 17 years	
27 " " 27 years	23 " " 18 years	
28 " " 28 years	24 " " 19 years	
29 " " 29 years	25 " " 20 years	
30 " " 30 years	26 " " 26 years	
	27 " " 27 years	
	28 " " 28 years	
	29 " " 29 years	
	30 " " 30 years	

VACATION ENTITLEMENT

QUEEN'S

Up to 1 year - 1 da/mo max. 10 da/yr
After 1 year - 15 da in that calendar year
After 3-25 years - additional days for additional years of service reaching
After 25 years - 30 days

RYERSON

1st year - CUPE and Support Staff to Grade 18 - 1.25 da/mo. maximum 15 days, Librarians/Counsellors - 1.66 da/mo. maximum 20 days.
8 full years - 20 days (Seniors Administrators above Grade 18) - 20 days
Acad. Administrators - 20 days
Faculty - No less than 2 consecutive months and not more than 3 consecutive months in any 12 month period (including course preparation)

TORONTO

Administrative Staff

After 1 year of service - 12 days
After 2 years of service - 15 days
After 6 years to 7 years of service - 16 days
" 7 " " 8 " " " - 17 days
" 8 " " 9 " " " - 18 days
" 9 " " 10 " " " - 19 days
" 10 " " 11 " " " - 20 days
" 12 " " 13 " " " - 21 days
" 14 " " 15 " " " - 22 days
" 16 " " 17 " " " - 23 days
" 18 " " 19 " " " - 24 days
" 20 years of service - 25 days

Faculty

One month after one year of service

Senior Administrative Staff

After 1 year of service - 20 days
After 10 years through 19 years - 1 additional day every 2 years
(as indicated under administrative staff)
After 20 years - 25 days

Librarians

After 1 year to 4 years of service - 21 days
After 5 years to 11 years of service - 23 days
" 12 years to 13 years of service - 24 days
" 14 " " 15 " " " - 25 days
" 16 " " 17 " " " - 26 days
" 18 years of service - 27 days

TRENT

Full-time and Part-time Staff covered by TUSA Agreement

Less than one year - One day per month to a maximum of ten
1 year - 10 days
2 years - 12 days
3 - 5 years - 15 days
6 years - 16 days
7 years - 17 days
8 years - 18 days
9 - 10 years - 20 days
11 - 12 years - 21 days
13 - 14 years - 22 days
15 years - 23 days
16 & over - 25 days

In the 25th year a member shall have a special "Quarter Century" vacation consisting of an extra five days for a total of 30 days' vacation.

Faculty

20 working days

CUEW

4% Vacation Pay

Librarians

Less than 10 years service - 22 working days
After 10 years of service - 25 working days

13

13

VACATION ENTITLEMENT

WATERLOO

Sec/Cler/Jr Service Union & Non-Union Hourly

11 days after 1 yr	19 days after 9 yrs
12 days after 2 yrs	20 days after 10 yrs
14 days after 3 yrs	21 days after 11 yrs
15 days after 4 yrs	22 days after 13 yrs
16 days after 6 yrs	23 days after 15 yrs
17 days after 7 yrs	24 days after 17 yrs
18 days after 8 yrs	25 days after 18 yrs

Sr. Service/Intermed. Tech/Security Officers

15 days after 1 yr	21 days after 11 yrs
16 days after 6 yrs	22 days after 13 yrs
17 days after 7 yrs	23 days after 15 yrs
18 days after 8 yrs	24 days after 17 yrs
19 days after 9 yrs	25 days after 18 yrs
20 days after 10 yrs	

Faculty

1 months after 1 year

Management Prof. Specialists
Sr. Technical

20 days after 1 yr
21 days after 11 yrs
22 days after 13 yrs
23 days after 15 yrs
24 days after 17 yrs
25 days after 18 yrs

WESTERN

Administrative Staff

Up to 2 years - 3 weeks
After 2 years - 4 weeks
After 20 years - 5 weeks

Faculty
1 month

CUPE - Thompson Arena & Food Services

up to 8 years - 15 days
9 to 20 years - 20 days
21 years or more - 25 days

Cdn Guards Assoc.

Up to 8 years - 15 days
9 to 20 years - 20 days
21 years or more - 25 days

CUPE - Physical Plant

Up to 8 years - 15 days
9 to 19 years - 20 days
20 years or more - 25 days

WLU

Support Staff

10 days after 1 year
12 " " 2 years
15 " " 3 "
17 " " 6 "
20 " " 10 "
22 " " 15 "
25 " " 20 "
27 " " 30 "

Maintenance Staff Union

2 weeks after 1 year
3 weeks after 3 years
4 weeks after 10 years
5 weeks after 19 years

Management Professional's and Faculty

22 days after 1 year
25 days after 20 years
27 days after 30 years

WINDSOR

Admin. & Union

6 mo - Under 1 yr - 5 days
1 - 3 years - 2 weeks
4 - 9 years - 3 weeks
10- 18 years - 4 weeks
19 years or more - 5 weeks
+ 1 day for each year over 19 yrs.
(maximum 30 days)

Faculty
4 weeks

YORK

CUPE, IUOE and Support Staff

2 weeks after 1 year
3 weeks after 2 years
4 weeks after 7 years
Where an employee has attained the age of sixty (60) and where age plus service equals eighty (80), that employee shall be entitled to an extra week's vacation, once, prior to retirement.

Faculty
4 weeks immediately

Professional & Management

3 weeks after 1 year
4 weeks after 3rd year.

United Plant Guard Workers

2 weeks after 1 year
3 weeks after 2 years
4 weeks after 8 years

SABBATICAL LEAVE POLICIES

Eligibility Requirements	Application Requirements	University Contribution to Normal Salary	Other	Maximum Direct Remuneration to Faculty Member	Sabbatical Leave Grant Reported For Income Tax
BROCK					
12 months leave after 6 years service or 6 months after 3 years. Tenure not required.	apply through Dept. Chm. to Committee on Sabbaticals outlining research program. File report with Dean upon return.	75% for 12 mths; In lieu of 12 months after 6 years at 75% of salary, a 6 month sabbatical can be taken at 100% of salary.	sabb. leave is a privilege not a right. Not obligated to return.	100% of salary	YES
CARLETON					
12 months leave after 6 years service or 6 months after 3 years to tenured faculty	apply to Dept. Chm. and Dean outlining purpose of leave. File report with Dean upon return.	80% for 12 mths; 70% for 6 mths after 3 yrs.	sabb. leave is a right not a privilege. Obligated to return.	150% of salary	YES
GUELPH					
up to 12 mths leave after 6 years service. Tenure is required.	apply to Dept. Chm. giving tentative program	75-100% depending on length of leave. Max. 100% from all sources.	sabb. leave a privilege not a right. Obligated to return.	100% of salary for paid leave up to 7 mths. reducing to 75% of salary up to 12 mths paid leave.	YES
LAKEHEAD					
6 or 12 mths. leave after 6 yrs. service. Tenure is required.	apply to Dean outlining purpose of leave. File report upon return.	80% for 12 mths, 100% for 6 mths	sabb. leave a privilege not a right. Obligated to return.	100% of salary	YES
LAURENTIAN					
6 or 12 mths after 6 yrs. service. Tenure is required.	apply to Dept. Chm. and Dean outlining study project. File report on return.	80-100% for 12 mths (depending on yrs service): 100% for 6 mths.	sabb. leave conditional upon proposal being accepted.	100% of salary	YES
MCMASTER					
6 or 12 months leave after 6 yrs service. Tenure not required.	apply to Dean outlining purpose of leave. File report with Dean upon return.	85% for 12 mths, 100% for 6 mths.	sabb. leave a privilege not a right. Obligated to return.	115% of salary from all sources.	YES
6 months leave after 3 years (must be tenured, full-time)	Must be approved by Dean, Dean Grad Studies & VP Academic	85% for 6 months or 92.5% for the salary year in which the leave occurs.	All leaves now termed research leaves	as above	YES

SABBATICAL LEAVE POLICIES

Eligibility Requirements	Application Requirements	University Contribution to Normal Salary	Other	Maximum Direct Remuneration to Faculty Member	Sabbatical Leave Grant Reported For Income Tax
OISE					
6 mths leave after 4 yrs service or 1 year after 9 yrs service; or a 6 month unit comprised of leave earned to date plus unpaid leave of absence.	Apply to Dept. Chm. outlining proposal for leave. File report with Director within 30 days of return.	100%	Obligated to return	100%	YES
OTTAWA					
6 mths leave after 3 years, or 12 mths leave after 6 yrs service. Tenure is required.	apply to Teaching Personnel Cttee. outlining research program. File report with Dean upon return.	75% for 12 mth (could go to. 90% for deferred leaves); 100% for 6 mths	sabb. leave a privilege not a right. Obligated to return.	100% subject to approval of his/her dean.	YES
QUEEN'S					
6 or 12 mth leave after 6 yrs service. Tenure not required.	apply to Dept. Chm. outlining nature of scholarly activity. File report upon return.	75% Max. 100% from all sources	sabb. leave a privilege not a right. Obligated to return.	100%	YES
RYERSON					
6 or 12 mth leave or less, following 6 yrs service.	apply to Dept. Chm. 8 mths prior to leave.	60-90% for up to 12 mths. depending on years of service. Max. 100% from all sources. if greater remuneration is received entitlement from institute will be reduced by 1/2 the excess.	expected to return to active employment at end of leave. Renewal of leave may be granted by mutual agreement.	100% of salary	YES
TORONTO					
6 or 12 mths leave after 6 yrs service. Tenure not required	outline study program with application. File report upon return	80% for 12 mths; 100% for 6 mths; Max. 100% from all sources.	sabb. leave a privilege not a right. Obligated to return.	100% of salary	YES

SABBATICAL LEAVE POLICIES

Eligibility Requirements	Application Requirements	University Contribution to Normal Salary	Other	Maximum Direct Remuneration to Faculty Member	Sabbatical Leave Grant Reported For Income Tax
TRENT					
12 mths leave after 6 yrs of service* or 6 mths after 3 yrs. service * includes academic leaves	apply to department 2 years in advance outlining plans and projects. Department submits 3 year sabbatical plan to the Dean and committee on Academic Personnel by 15 Nov. of each year. File report on return.	60-100% (depending on length of service* for 6 mths or 12 mths leave * includes academic leaves.	length of leave and salary level determined by "Earned Years of Service"	100% of salary	YES
WATERLOO					
6 or 12 mths leave after 6 yrs service. Tenure required in some faculties	apply to Dept. Chm. outlining research program	80% for 12 mths leaves after 6 yrs; 100% for 6 mth leaves after 6 years.	sabb. leave a privilege not a right. Obligated to return.	100% of salary	YES
WESTERN					
6 or 12 mth leave after 6 yrs. service. Tenure not required.	apply to Dept. Chm. outlining study program	6 or 12 mos. @ 82.5% of salary from all sources.	sabb. leave a privilege not a right. Not obligated to return.	100% of salary	YES
WLU					
6 or 12 mths leave after 6 yrs service. Tenure is required. In exceptional circumstances a tenured members of faculty may be granted a 6 mo. sabbatical leave after 3 yrs. of continuous F.T service.	apply to Dept. Chm. outlining research program. File report with Chm. and Dean upon return.	82 1/2% for 6 or 12 mths.	sabb. leave a privilege not a right. Not obligated to return.	100% of salary	YES - if meets qualifications of Research Committee
WINDSOR					
12 mth leave after 6 yrs. service. Tenure is required.	outline intended activities with application. File report upon return.	60-100% for 12 mths (depending on yrs service). Max. 100% from all sources.	sabb. leave a privilege not a right. Obligated to return.		

SABBATICAL LEAVE POLICIES

Eligibility Requirements	Application Requirements	University Contribution to Normal Salary	Other	Maximum Direct Remuneration to Faculty Member	Sabbatical Leave Grant Reported For Income Tax
YORK					
6 or 12 mths leave after 6 yrs service. Tenure is required.	apply to Dept. Head and Dean outlining study program. File report upon return.	6 mo. leave - 100% of academic base salary. 12 mo. leave - 1st sabbatical: Previous year's earnings at or below the average bargaining unit salary - 100%. Above the bargaining unit salary the sabb. salary shall be the greater of: I. The rate of the avg. bargaining unit salary during the year before sabb. year, increased by any general increments for the sabb. year, or II. 80% of the employees' salary. 2nd & subsequent sabbatical: 75% of academic base salary plus supplementary support to maximum of 5%. Maximum 100% from all sources.	sabb. leave a right not a privilege. Obligated to return.	100% of salary	YES

HOUSING LOAN (MORTGAGE) POLICIES

Eligibility	Location Requirements	Maximum Amount	Interest Rate and Term	Other Conditions	Restricted To Principal Residence	First Purchase Within Area
BROCK						
housing loans not available						
CARLETON						
all full-time staff	no restriction	$20,000	PLR + 1/2% over 10 yrs. PLR + 1 1/4% 15 to 20 yrs.	borrower gives 2nd mortgage to university to secure loan	YES	NO
GUELPH						
full & part time tenured stream faculty & staff with minimum 10% equity	Within commuting distance of the City of Guelph	lessor of $40,000 or max. allowable under banking guidelines	1st mortgage rate over 25 yrs. Either floating or fixed rate tied to 1st mortgage	Borrower gives 2nd mortgage to U of G.	YES	NO
LAKEHEAD						
full-time faculty and senior support staff; principal residence 10% equity	within 20 miles of the City Limit of Thunder Bay	$12,500	PLR + 1/2% over max. of 10 years.	borrower gives mortgage to university to secure loan	YES	one loan can be used during the time of employment
LAURENTIAN						
full-time members of faculty & administration principal residence equity 50% of second mortgage and at least 10% of assessed value.		$10,000	PLR + 1/2% over 10 yrs. max.	borrower gives mortgage to university to secure loan	YES	NO
MCMASTER						
Tenure stream faculty and full time support staff, principal residence, 10% equity.	within daily commuting distance of campus	$70,000	PLR + 1/2% up to 15 yrs. PLR + 3/4% for excess over 15 years (Weekly floating rate)	borrower gives mortgage to University.	YES	NO
OISE						
All regular full-time faculty and support staff. 10% equity	No restrictions	$20,000	PLR + 1% over 10 yrs.	Borrower gives Mortgage to Institute to secure loans	YES	NO

HOUSING LOAN (MORTGAGE) POLICIES

Eligibility	Location Requirements	Maximum Amount	Interest Rate and Term	Other Conditions	Restricted To Principal Residence	First Purchase Within Area
OTTAWA						
full time faculty and support staff, principal res., 10% equity: 1st mortgage and equity to equal 70%	within Ottawa/Hull region	$30,000	PLR + 1/2% over 15 yrs.	borrower gives 2nd mtge to University to secure loan. 1st and 2nd mtge payments must not exceed 30% of salary	YES	YES
QUEEN'S						
All staff principal res. 10% equity; 1st mortgage and equity to equal 70%	within the Kingston area	$30,000	PLR + 1/2% over max. 10 years.	borrower gives 2nd mtge to university to secure loan. Carrying charges not to exceed 30% of salary	YES	NO
RYERSON						
20% equity	within reasonable commuting distance	$10,000	PLR + 3/4%	N/A	YES	NO
TORONTO						
- 10% Personal Equity - Principal Residence - subsequent purchases - refinancing - continuing staff members	Within daily commuting distance of St. George, Scarborough and Erindale campuses.	$50,000 - must comply with requirements of banks financing	PLR + 3/4% for 15 years. PLR + 1% for 20 years - open - if the first mortgage is secured from the CIBC mortgage corporation, prevailing rates apply according to term.	borrower gives 2nd mtge to University to secure loan.		

HOUSING LOAN (MORTGAGE) POLICIES

Eligibility	Location Requirements	Maximum Amount	Interest Rate and Term	Other Conditions	Restricted To Principal Residence	First Purchase Within Area
TRENT						
on-going full-time employees	within the Peterborough City	$20,000	Specified rates varying in relation to prime, term and amount of loan.	minimum equity requirement: total of all guaranteed loans not to exceed $300,000; prepayment features; bororrowers responsible for legal costs.	YES	NO
WATERLOO						
new full time faculty and staff; principal res. first home 10% equity	within Cities of Waterloo or Kitchener neighbouring communities, or respective environments	lesser of annual salary and $20,000	PLR + 1% for everyone	borrower gives 2nd mtge to university to secure loan. Total of all guaranteed loans not to exceed $1.5 million	YES	YES
WESTERN						
full time faculty and staff, principal res. 10% equity	within 30 miles of university	lesser of $30,000 or applicants gross annual salary.	PLR + 1/2% under 10 yrs; PLR + 1% for 10-20 years.	must be secondary financing. mortgage given to University to secure loan. Can be used for refinancing.	YES	NO
WILFRID LAURIER						
full time faculty, first home, 10% equity	within Cities of Waterloo or Kitchener, neighbouring communities, or respective environments	$20,000	PLR + 3/4% over 10 years.	Carrying charges not to exceed 30% of salary	YES	YES
WINDSOR						
NOT AVAILABLE						
YORK						
10% equity, Full-time Faculty and Professional & Managerial Staff		$75,000	PLR + 3/4% up to 15 yrs. PLR + 1% up to 20 yrs. Subsidized by University between 7-11% provided annual salary does not exceed ceiling.	Annual salary ceiling eligibility adjusted annually in YUFA negotiations Borrower gives mortgage to University to secure loan.	YES	NO

FREE TUITION POLICIES

Eligibility Requirements	Course Completion Requirements	Other Conditions	Available for Non-University Courses	Courses During Normal Working Hours
BROCK				
all full time employees, their spouse and dependant children. Includes spouse and dependant children of a deceased full-time employee.	student must successfully completed course	employee only in first year. employee only for Grad courses at Brock.	for full-time employees, provided the course is directly related to the job. for grad courses reimbursement is the lesser of fee or 113% of grad formula fee.	NO, exceptions considered on merits.
CARLETON				
...ing unit members & dependants ...om date of employment. Dependants are defined as children for whom employee is entitled to claim tax exemption under Income Tax Act during year in which free tuition requested or children not over age 21 to whom employee provides regular financial support	student must maintain good standing	dependants and members on LTD or retirement benefits, and dependants of member who dies in service remain eligible for free tuition.	YES - If taken at the request of the University.	YES - with agreement of Dept. ...
GUELPH				
free tuition available to employees but not dependants - scholarship plan for dependant children.		there is a fee assistance program	YES - 75% of fee paid up to $300	YES - 3 hours per week
LAKEHEAD				
all full-time employees, their spouses and dependants		Non academic employees must have completed their probation periods.	YES - 75% of fee for work related courses (maximum $200 annually)	YES - as determined by Dean or Director
LAURENTIAN				
full-time members of staff, their dependants and spouses. Policy amended Sept. 1/81 to include dependants of retired employees, deceased retired employees and dependants of employees deceased while in the full-time employ of University.	student must remain in good standing		YES - depending on usefulness of course	No, an exception to this policy must be approved by Dept. head.

FREE TUITION POLICIES

Eligibility Requirements	Course Completion Requirements	Other Conditions	Available for Non-University Courses	Courses During Normal Working Hours
MCMASTER				
continuing full or half-time faculty and staff.	assistance for repeat courses limited to 50%	free tuition applies to credit and extension courses.	YES - for work related courses	1 hour per week free - rest must be made up.
dependants and spouses of continuing full or half-time faculty and staff, and of retired and deceased faculty and staff. Policy established July 1, 1986		tuition waived for spouses and dependants after faculty or staff member completes 3 years continuous service. Must meet admission requirements and be accepted by the Registrar's office.	NO	
OISE				
Full-time support staff employed 6 months or more.		Fee waiver Agreement for degree courses only.	NO	3 hours per week with Agreement of Dept. Head
Spouses and dependents of Faculty	No	OISE degree courses only	No	N/A
OTTAWA				
spouse and dependants (under 26 years)		students must pay incidental fees. Free tuition available 5 years after retirement. No longer available 5 years after employee's death. Up to age 26 per dependant.		N/A
QUEEN'S				
Faculty & Staff who have continuing appointments	courses must be passed	No limit on number of courses	YES - taken at the request of University.	YES - one only with agreement of Dept. Head.
RYERSON				
Full-time faculty and dependants recognized in law. Must meet admission requirements and be accepted by the Registrar's Office. Waiver of Tuition Fee for faculty, continues in force while on leave, with or without salary, disabled and/or Retired, and to dependants of deceased employees.		free tuition fee for credit or non-credit courses offered by Ryerson		

FREE TUITION POLICIES

Eligibility Requirements	Course Completion Requirements	Other Conditions	Available for Non-University Courses	Courses During Normal Working Hours
RYERSON cont'd Full time administrative and academic support staff, their spouses and children up to age 25, or if disabled no age limit. Must meet admission requirements and be accepted by the Registrar's Office.	100% Rebate - any work related course taken at any post-secondary institution. 50% Rebate - for interest courses, must be taken at Ryerson.	Free tuition for credit courses offered by Ryerson and work related non-credit courses fee assistance programme.	Yes - providing no equivalent course available at Ryerson and work related.	Yes, if supervisor agrees, subject to service requirements
TORONTO Full-time and part-time staff holding an appointment of 25% or more of full-time and dependants of active, retired or deceased (while in service or retirement) staff members.	courses must be passed for rebate	free tuition applies to degree courses and courses through the school of continuing studies which must be taken on employee's own time.	YES	YES - with approval of supervisor
TRENT Full-time faculty; staff holding regular or recurring appointment	courses must be passed for fee waiver	free tuition (as a waiver) applies to only one (1) course per academic session; graduate courses at Trent included.	YES (Credit Only)	YES - with approval of Supervisor. Lost time must be made-up
dependants (spouse & children)	Fee Waiver	Trent undergraduate courses only	NO	
WATERLOO Faculty and staff course pertains directly to employee's responsibilities		a 50% fee assistance program for full-time staff and for courses at U. of W. - not work related. Also 50% fee assistance available for children of faculty and staff. (The latter may be taken as a scholarship or fee reduction depending on tax concerns of employee.)	YES	YES - work related course, with approval of Dept. Head.
WESTERN Full-time Staff, CUOE, CGA, CUPE - Food Services, CUPE - Thompson Arena	courses must be passed for rebate.	no limit for credit courses taken at UWO. Off-campus: limited to cost of 1 UWO undergraduate course.	YES - if job related	YES - providing does not interfere with work flow
CUPE - Physical Plant	courses must be passed for rebate	maximum of 2 undergraduate courses per year if taken at UWO. Off-campus: limited to cost of 1 UWO undergraduate course	YES - if job related	YES - providing does not interfere with work flow

FREE TUITION POLICIES

Eligibility Requirements	Course Completion Requirements	Other Conditions	Available for Non-University Courses	Courses During Normal Working Hours
WESTERN (Cont'd) Eligible dependents of full-time faculty (Spouse & Dependent Children)		Plan provides pre-paid tuition scholarships for university courses taken for credit according to the following conditions. The required minimum grades for the award of scholarships under this plan shall be: (i) for students completing secondary school within the previous two years, 70% in the best six Ontario Grade 13 subjects (or equivalent if secondary school completed elsewhere). (ii) for mature and/or part-time students, a minimum of a B grade in the last year of formal education. Where the foregoing requirement is difficult to establish, the student must enrol in the course(s), pay the fee and achieve a B grade to qualify retroactively for scholarship assistance for that course or courses. Once this requirement has been met, advance payment will be available provided (iii) below is satisfied. (iii) to maintain a scholarship, an average of B in the courses taken in the previous academic year shall be require. The scholarship shall be tenable at any degree-granting University or College. The six of the unit scholarship shall be $700 for 1985-86. The size of the scholarship for a part-time student shall be one-fifth of the scholarship for a full-time student times the number of courses. Scholarships shall be tenable for a maximum of four years of full-time enrollment or its equivalent.	YES	N/A
WILFRID LAURIER				
full-time faculty and staff plus dependants under age 25.		also a fee assistance program for spouse (50% reduction) maximum 2 courses per year.	YES - if taken at the request of University	NO

FREE TUITION POLICIES

Eligibility Requirements	Course Completion Requirements	Other Conditions	Available for Non-University Courses	Courses During Normal Working Hours
WINDSOR				
full-time faculty, S.E.I.U. Local 210, 1001, 1393, 100 U.P.G.W.A. 1958 Administration	N/A N/A	Tuition remission for employee, spouse, and tax dependent children and spouse of deceased retiree at U. of Windsor - children not over age 26.	NO NO	YES - if supervisor agrees and lost time made up.
YORK				
All full-time employees. Spouses and/or dependants covered after 12 mos. of employment. Spouses and/or Faculty Dependants covered upon appointment date. Retirees.		free tuition applies to degree credit courses at York.	NO	YES - with special arrangements agreed between employee and dept. head.

PARKING POLICIES

	FEES	OPERATES ON BREAKEVEN BASIS	OTHER
BROCK	Limited free parking in main parking lot. Other lots with coin operated access are available at a $ .50 fee.	YES (coin operated lots)	
CARLETON	$132.50 - $274.00 p.a.	YES	parking only in designated areas according to permit. Repeated violation may result in cancellation of privileges.
GUELPH	$72 p.a. $300 premium parking/annual $12.00 p.a. motorcycle	YES	parking only in designated areas according to permit. Non-payment of fines results in suspension of privileges. Regulations apply in colour-coded and hourly-rate areas 0800 - 1700 M-F.
LAKEHEAD	$75.00 per annum	YES	No reserved spaces.
LAURENTIAN	$55 p.a. restricted; $35 p.a. semi-restricted; $20 p.a. for general	YES	parking only in designated areas according to permit.
MCMASTER	$60 - $171 p.a. unreserved, $4.00 max. daily rate	YES	parking only in designated areas according to permit.
OISE	$62 per month $5.00 daily rate	-	Regulations apply to outdoor and indoor lots. No assigned spaces.
OTTAWA	$420 p.a. for support and faculty $280 (8 mths) for students	YES	parking only in assigned lot; regular permits valid only 0700-2330
QUEEN'S	$21 per month with minimum of 10 months, outdoor. $624 p.a. indoor. Also daily fees and meters		regulations apply to outdoor lots 0800-1700 M-F and indoor all the time. No reserved spaces except to handicapped.

PARKING POLICIES

FEES	OPERATES ON BREAKEVEN BASIS	OTHER
RYERSON		
$480 p.a. unreserved on priority system (years of service and distance)	YES	parking only in assigned lot according to permit.
TORONTO		
$630 p.a. reserved; $378 p.a. unreserved; daily max. $6.50 evening; $3.00 (inner campus and outer campus - flat rate)	YES	
TRENT		
Employees: $7.70 or $5.40 per month for designated lots	YES	"Trent Express Bus" pass may be purchased for $65.00 $100 benefit available to faculty for credit toward either parking, athletic membership or research allowance.
WATERLOO		
$120 p.a. - $ .75 a day	YES	Assigned lots. No reserved spaces
WESTERN		
$24 - $96 p.a.; reserved; $12 - $48 p.a.; unreserved	YES	parking only in assigned lot[illegible]ulations apply to all Red, Blue, Green lots 0700-1800 M[illegible]
WILFRID LAURIER		
free for faculty and staff	subsidized by University	parking in assigned lots only
WINDSOR		
all lots $96.00 p.a.	--	parking only in assigned lot
YORK		
Staff; Reserved $225.00 p.a. Unreserved $72.00 p.a. Evenings: $19.00 p.a. Unreserved $38.00 p.a. Reserved	YES	parking in assigned lots or any unreserved lot.

ACCESS TO ATHLETIC FACILITIES

BROCK	Entire Complex - $70 per individual plus $35 per spouse. Swimming Pool Only - $70 per adult. $115 per family.
CARLETON	Use is free ($96.95 fee paid by the University), no reduced fees to family.
GUELPH	$36.00/semester + $5.00 building fee (plus locker fee). - 1/2 locker @ $16.50/semester; $23.00/semester for full locker
LAKEHEAD	Free use to full-time employees and $25 for family.
LAURENTIAN	user's fee of $7.00 per card and $5.00 for lockerette for F.T. Faculty and Staff and user's fee of $50.00 for P.T. Faculty and Staff and $90.00 for the family package.
MCMASTER	user fee, $108.00 individual p.a.
OISE	Reduced fee for University of Toronto facilities.
OTTAWA	free use for employee ($20 fee paid by University) family membership cost $25 p.a.
QUEEN'S	free use, $48 family for lockers and laundry
RYERSON	user fee $60 students $100 staff/faculty
TORONTO	Joint membership - athletics, Hart House & Faculty Club - Staff Member $181.68 p.a., University $94.44 p.a.
TRENT	Staff: free use for staff with regular or recurring appointments who work 17 1/2 hours or more per week. Faculty: user fee $187.00 single, $315.00 family, $107.00 swimming only; - $100 benefit available to faculty for credit toward either athletic membership, parking, or research allowance.
WATERLOO	user fee, Single $90.00, (Locker fee extra)
WESTERN	Individual $118.95 p.a., family $163.80 p.a. plus towel services $19.80 p.a. Gym apparel $120.00 p.a.
WILFRID LAURIER	free use
WINDSOR	free use - full time faculty and staff
YORK	user fee, single $44.00, family $72.00

DAYCARE FACILITIES

	ARE DAYCARE FACILITIES PROVIDED?	HOW MANY SPACES ARE AVAILABLE?	IS THE FACILITY ON OR OFF CAMPUS?	ELIGIBILITY	AGES OF CHILDREN ACCOMMODATED	WHAT IS THE MONTHLY COST?	WHAT TYPES OF SUBSIDIES ARE AVAILABLE?	WHAT COSTS ARE BORNE BY THE UNIVERSITY?
BROCK	YES	32 licensed	ON	single and married parent students	2 - 6	$370/mo full-day $152/mo part day	grants from Min. of Consumer and Social Services if eligible	NONE
CARLETON	YES	INFANTS & TODDLERS 22 PRESCHOOLERS 30	ON CAMPUS	no restrictions but preference given to students & staff	6 MOS TO 5 YEARS	INFANTS & TODDLERS $970 PRESCHOOLERS $660	From Regional Government based on parents income	Rent free facility for preschoolers
GUELPH	YES	32	ON	must be connected with university	1 - 5	INFANTS & TODDLERS $439 PRESCHOOLERS $359	NIL .00	NIL
LAKEHEAD	YES	37	ON	no restrictions but preference given to staff and students	2 1/2 - 5 yrs 1 1/2 - 2 1/2 years	$400.00 p.m. $500.00 p.m.	Municipal Subsidies are available	None
LAURENTIAN	YES	66 Licensed	ON CAMPUS	No restrictions	18 months to 9 years	$20.00/day if parents participate $22.00/day if parents do not participate	Through Province or Municipality	Nominal Rent
MCMASTER	YES	47	ON	Open priority to employees and students	18 mths to 5 yrs	18 mths - 2 1/2 yrs - $520 2 1/2 yrs - 5 yrs - $420	Regional Gov't	Space Utilities
OISE	YES	24	ON CAMPUS	1. Parents working or studying at OISE 2. Working or Studying at U of T 3. General Public	2 1/2 - 5 years	$390 per 4 week period	Purchase of Service Agreement with Metro Toronto Children's Services - Applications processed by that body.	Free Space, utilities and cleaning
OTTAWA	NO							

DAYCARE FACILITIES

	ARE DAYCARE FACILITIES PROVIDED?	HOW MANY SPACES ARE AVAILABLE?	IS THE FACILITY ON OR OFF CAMPUS?	ELIGIBILITY	AGES OF CHILDREN ACCOMMODATED	WHAT IS THE MONTHLY COST?	WHAT TYPES OF SUBSIDIES ARE AVAILABLE?	WHAT COSTS ARE BORNE BY THE UNIVERSITY?
QUEEN'S	YES	10 ages 6-18 mths 15 ages 18 - 2 1/2 years 16 ages 2 1/2 - 3 1/2 years 32 ages 3 1/2 - 5 years 12 Kindergarten program	On Campus	Faculty, Children, staff, students and members of the community	6 months to 6 years	6-18 mths $26.00 per day 18-2 1/2 yrs $24.00per day 2 1/2-5 years $20.00 per day Kindergarten $12.50 half day	up to 80%	Grant for rental of one property
RYERSON	YES	59	ON CAMPUS	any member of staff have first priority. consultation service for off campus day care service	3 months to 5 1/2 years	$141.00 in Jan '89 per week, 3 mos to 2 1/2 yrs. $118 per week, 2 1/2 yrs to 5 1/2 yrs.	Municipal subsidies are available	approx. 25% of operational costs
TORONTO	YES	56	ON CAMPUS	affiliation with University	2 1/2 - 5 years	$484 eff. Jan/89	as approved through Metro Department of Community Services not from the University.	Bldg. property of University - no rent charged and University pays all utilities except telephones
TRENT	YES	27	OFF CAMPUS	Priority to faculty, staff & students	12 mos. to 5 yrs.	$3.75 to $20.50 per day based on means test of parents.	Grants from Ministry of Consumer & Social and Family Services based on enrolment; registered charity for united way designated gifts; grants through City of Peterborough.	Rent Subsidized
WATERLOO	YES	PAINTIN PLACE 50	ON CAMPUS	priority to faculty, staff & students	2 yrs + (toilet trained)	(Full-time) $242 non-student $225 student	may qualify through Region of Wloo.	
		KLEMMER CO-OP 30	ON CAMPUS	no req.	2 yrs + (need not be toilet-trained)	(Full-time) $255 non co-op $198 co-op		
		HILDEGARD MARSDEN CO-OP DAY NURSERY (20 INFANTS; 15 TODDLERS)	ON CAMPUS	priority to faculty, staff & students	3 months to 30 months	$450/mo. toddlers $550/mo. infants	students may be subsidized through Fed. of students	Bldg. property of University - no rent charged

DAYCARE FACILITIES

	ARE DAYCARE FACILITIES PROVIDED?	HOW MANY SPACES ARE AVAILABLE?	IS THE FACILITY ON OR OFF CAMPUS?	ELIGIBILITY	AGES OF CHILDREN ACCOMMODATED	WHAT IS THE MONTHLY COST?	WHAT TYPES OF SUBSIDIES ARE AVAILABLE?	WHAT COSTS ARE BORNE BY THE UNIVERSITY?
WESTERN	NO							
WILFRID LAURIER	NO							
WINDSOR	YES	45 children	ON CAMPUS	Ability of parent to devote 1 1/2 hours/week in nursery	2 1/2 - 6 years	$320/mo. approx. $16.00/day	Day Nursery Assistantship	None
YORK	YES	110	ON CAMPUS	priority to students, staff & faculty mothers. 60% must be children of students	6 weeks to 6 years	$513 - $653 per month effec. Jan 1/89	Metro Toronto Childrens Services to qualifying	$74,297